



**PCHOA**

Prairie Crossing  
Homeowners  
Association

# ASSOCIATION GUIDELINES

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The Declaration of Covenants, the By-laws, Amendments to the Governing Documents, the Trail Easements and the Conservation Easements are the official, binding, legal Governing Documents that control Prairie Crossing. These PCHOA Association Guidelines represent an interpretation of the Declarations as well as the addition of rules and regulations as established from time to time by the Board of the Prairie Crossing Homeowners Association.

PCHOA Board

## Contact Information

Prairie Crossing Homeowners Association  
Board of Directors  
[Board@pchoa.com](mailto:Board@pchoa.com)

Property Management Company  
Refer to [pchoa.com](http://pchoa.com) for up-to-date  
property management details and  
address.

Architectural Review Committee (ARC)  
[ARC@pchoa.com](mailto:ARC@pchoa.com)

# Article 1 - Architectural Review Committee (ARC) Structure and ARC Request Submission Process

## Section 1.00 ARC Mission Statement

The ARC is a committee of volunteer Homeowners that serves as an advisory group to the Prairie Crossing Homeowners Association (“PCHOA”) Board (the “Board”), and has the responsibility to maintain the standards of the Prairie Crossing community in accordance with the Declaration of Covenants, the By-laws, Amendments to the Governing Documents, the Trail Easements and the Conservation Easements and these PCHOA Association Guidelines (“Association Guidelines”). As such, the ARC seeks to:

1. Preserve the high standards and the physical aesthetics of Prairie Crossing as they relate to residential buildings, property, and landscaping.
2. Ensure that Homeowners follow the rules to maintain this special community.
3. Develop reference points to return to when standards are breached.
4. Sustain an environment that enhances and protects the sense of community, interactions, and activities.
5. Treat everyone equally and fairly.

## Section 1.01 ARC Membership

1. The ARC shall be a committee of volunteers made up of Prairie Crossing Homeowners.
2. The ARC shall comprise at least five voting members who, after submitting a request to the Board to serve on the committee, will be selected and approved by the elected Board.
3. It is recommended that the membership of the ARC include the following:
  - A. A minimum of five voting members from the Homeowners-at-large.
  - B. One member of the elected Board to act as a non-voting member and Board Liaison.
  - C. The current Prairie Crossing Environmental Team Leader (or an appointee thereof) in a nonvoting advisory capacity on an “as needed” basis.
  - D. At least one voting member who has a background in architectural design or construction.
  - E. At least one voting member who has a background or interest in landscaping.
  - F. Representation from the various construction phases within Prairie Crossing (Village, Prairie, Meadow, Field, Hedgerow, Station Village, as defined in Article 2, Section 2.00) whenever possible.
4. The ARC membership shall select one member to act as Chair, whose responsibilities shall include, but not be limited to the following:
  - A. Communicate scheduled meeting times to ARC members.
  - B. Communicate any assigned duties to ARC members relating to Homeowners’ Requests for approval and follow up on these assigned duties.
  - C. Communicate with Homeowners, in writing, regarding the approval or non-approval of their Request, along with any reasons for non-approval.
  - D. Work with the Board Liaison to present ARC recommendations to the Board in a timely manner.
  - E. Other responsibilities as determined in the ongoing activities of the ARC.

## Section 1.02 Term of Service

1. ARC members serve two-year terms, or longer terms as needed.
2. Terms of service shall be governed by the following guidelines:

- A. Should an ARC member(s) decide to resign their position during their term, the remaining ARC members and the Board shall solicit applications from the Homeowners-at-large and fill the vacancy in a timely manner.
- B. Should no applications be received, the ARC shall continue to perform its duties as a reduced-member committee, with the Board Liaison acting as a voting member. The Board may ask the leaving ARC member(s) to remain until a new member is selected.
- C. Changes in the membership should be made to coincide with the board membership changes in March of each year. Alternate years should have either two or three members who are either changing or reapplying to the position, coincident with the same number of board members changing that particular year.
- D. Members may serve more than one continuous term if the Board has found no other candidate who meets the criteria outlined in Section 1.01 Paragraph 3 above, and the member wishes to serve another term.
- E. Members may be removed by action of the Board at any time.

### **Section 1.03 General Information for Homeowners**

1. Homeowners are required to comply with the Declaration of Covenants, the By-laws, Amendments to the Governing Documents, the Trail Easements and the Conservation Easements (“Governing Documents”), which can be found on the PCHOA website, [www.pchoa.com](http://www.pchoa.com). The Association Guidelines supplement the Governing Documents but do not replace the Governing Documents. It is the responsibility of the Homeowner to read and understand the Governing Documents.
2. No work on any change or improvement to a Homeowner’s lot that requires ARC approval shall begin until final approval is granted, except as provided for in these Association Guidelines. Any work or installation performed prior to ARC approval (see 1.04 and 1.05 below) is prohibited and may be required to be removed and/or subject to fines or liens.
3. A Homeowner may receive a response to their Request within one to two weeks, after it is reviewed by the ARC; however, Homeowners should allow at least 30 days for a response. Generally, requests are initially reviewed at the first ARC meeting following the submission of the Request. If, after 60 days following submission of the Request to the ARC, the Homeowner has received no communication from either the ARC or the Board, the Request is deemed approved with some conditions (see Declaration of Covenants Article X, Section 10.05). *Note:* If the ARC requests additional information from the Homeowner, this constitutes a communication.
4. To help schedule contractor activities, Homeowners should allow additional time in the review process for re-submittals should the ARC request additional information.
5. Approval by the ARC/Board does not imply that the proposed work complies with any State or Local ordinances. It is the Homeowner’s responsibility to ensure that the work complies with all State and Local ordinances and that all required permits have been obtained.
6. Approval by the ARC/Board does not guarantee proper construction. That responsibility lies with the Homeowner (see Declaration of Covenants Article X, Section 10.06).
7. Homeowners are encouraged to contact the ARC to request guidance during the planning stages of a project to avoid possible problems or delays during the formal review process.
8. All approved plans must be installed exactly as approved. If a problem occurs during the installation of an approved project that might alter the plan as approved, the Homeowner should contact the ARC for an expedited review. In these cases, the ARC will review the problem and provide the Homeowner with a response as soon as possible.
9. Homeowners presenting Requests for unapproved property alterations that were found to be in violation shall be responsible for settling any outstanding fines or other penalties before such Request is approved. The ARC may consult with the Board and/or property management company to determine the status of violations being presented as new Requests.

10. Failure to comply with the Association Guidelines and/or the Governing Documents may result in fines and/or liens against the property in question (see By-Laws Article VII).

## **Section 1.04 ARC Request Submission Process**

1. Homeowners should submit completed Requests before the scheduled ARC meetings as posted on the PCHOA website, [www.pchoa.com](http://www.pchoa.com), or published in the newsletter, *MeadowMix*. Requests may be submitted electronically to [ARC@pchoa.com](mailto:ARC@pchoa.com), through the PCHOA website, or to the management company;
2. Requests must be submitted at least 48 hours prior to one of the ARC's regularly scheduled meetings. Any requests received after that 48 hour window will automatically be tabled until the next scheduled ARC meeting.
3. The ARC meets once a month to review all new Requests and any re-submittals received since the last meeting. Additional meetings may be scheduled as needed. Final decisions will be made within 30 days of the ARC receiving all materials and information required to complete the Request. When appropriate or necessary, a Request may need Board approval. In these cases, an additional 30 days may be necessary.
4. The ARC Request Form is available on the PCHOA website, [www.pchoa.com](http://www.pchoa.com). It must accompany all Requests. It outlines in detail any documents and other requirements for most proposed projects. Questions can be directed to the ARC by mail at the address above or by email at [ARC@pchoa.com](mailto:ARC@pchoa.com).
5. The homeowner is responsible for submitting requests to the ARC and in any follow up communication with the ARC, this includes requests that involve contractors hired by the homeowner. The homeowner may cc contractors in communications with the ARC and bring contractors as guests of the homeowner to ARC meetings, but the homeowner may not delegate responsibility for communicating with the ARC or submitting requests to the ARC to contractors.

## **Section 1.05 ARC Review Procedures**

1. The review process for all new Change Requests begins at the next scheduled meeting of the ARC.
2. The ARC reviews Change Requests by evaluating the completeness of the application and the consistency of the proposal with the Association Guidelines and Governing Documents.
3. The Homeowner shall receive a response from the ARC within 30 days of review meeting date, in the form of either a letter of final determination or a request for further information.
  - A. The letter of determination shall be sent via U.S. mail to the Homeowner from the Property Management Company either approving or denying the Change Request.
  - B. The ARC may request more information regarding missing application components. The ARC may make suggestions to the Homeowner to help bring the Change Request into compliance with the Association Guidelines and the Governing Documents.
  - C. Upon receipt of the required additional application information, the ARC shall have an additional 30-day review period, starting from the next scheduled ARC meeting date, to make a determination and issue a final letter regarding the approval or denial of the Request.
  - D. If the Homeowner challenges the final ARC determination, the ARC shall refer such challenge to the Board for further review. In these cases, a new 30-day review period will begin from the first Board meeting following the date the Board receives the referred challenge.
4. If the Homeowner has not received any response from either the ARC or the Board after 60 days from the review date, the Request is deemed approved, with some conditions (see Declaration of Covenants, Article X, Section. 10.05).
5. A summary of ARC Change Request reviews shall be reported to the Board, per the Declaration of Covenants Article X, Section 10.05.
6. No work on any proposed Change may be initiated without a final letter of approval.

7. If the Homeowner finds that approved plans must be altered, the Homeowner shall seek ARC approval regarding such changes prior to implementation.
8. Any exact replacement of any exterior feature of a home or lot that has the same color, dimensions and materials does not require ARC approval. However, to obtain a permit, the Village may require a letter of approval from the Homeowner's Association. To obtain such a letter of approval, the Homeowner shall submit a completed Change Request Form to the ARC indicating the exact replacement.
9. All approved projects must be completed within two years of the approval date, or the Request must be resubmitted.
10. The ARC shall keep accurate records of its activities, including:
  - A. Copies of all Requests along with any decisions, comments and/or corrective actions;
  - B. Copies of Homeowner correspondence;
  - C. Copies of results of periodic compliance inspections; and
  - D. A public record of current ARC Requests and their status that is suitable for display on the PCHOA website, [www.pchoa.com](http://www.pchoa.com).

## **Section 1.06    Revising and Publishing the Association Guidelines**

1. All changes to the Association Guidelines are made at the discretion of the Board.
2. In order to carry out its fiduciary responsibility, the Board will make all proposed changes to the Association Guidelines available to the Homeowners for review and comment. The Board and the ARC will consider all Homeowner comments prior to finalizing and publishing revised Association Guidelines.
3. Proposed changes to existing Association Guidelines can be made no more than once per calendar year. Exceptions will be made on an ad hoc basis when health and/or safety issues are involved (see Section 1.06, Paragraph 5 below).
4. Guideline Review Procedures:
  - A. Suggested revisions to the Association Guidelines may be submitted by any Homeowner to the ARC at any time during the calendar year. In addition, the ARC will record all issues raised during the review process, discussion with Homeowners, outside experts, Board Members, or any other source.
  - B. When changes are deemed necessary, the ARC shall prepare a set of draft revisions, using strikethroughs and plain text, for review by the Board. Once the Board and the ARC have reached consensus, a red line copy of the proposed Association Guidelines, with strikethroughs and plain text, will be prepared.
  - C. The red line copy will be posted on the PCHOA website, [www.pchoa.com](http://www.pchoa.com).
  - D. The red line copy will be posted for a minimum of 30 days, during which Homeowners may comment. After 30 days no further comments will be considered.
  - E. Homeowners will be notified through the newsletter *MeadowMix* and official PCHOA email sent by the management company when the proposed Association Guidelines have been posted. That notification will also specify the review period during which the Board and ARC will accept comments.
  - F. Homeowner comments pertaining to the Association Guidelines must be submitted to the ARC in writing and must contain the following:
    - 1) Name, address, phone number, and email (if available) of the commenter;
    - 2) Identification of the applicable Guideline(s) by section and number (suggestions for new Guidelines are exempt from this requirement);
    - 3) Clear description(s) of suggested revision(s); and
    - 4) The reasons, rationale, and/or history behind the suggested revision(s).
  - G. General comments can be delivered:

- 1) Through any member of the ARC;
  - 2) By mail to the management company; or
  - 3) Via e-mail at [ARC@pchoa.com](mailto:ARC@pchoa.com).
- H. The ARC will review all comments submitted within the review period.
- I. A final draft of the revised Association Guidelines will be submitted in total to the Board for ratification.
- J. Prior to ratification, public comment will be heard at the next scheduled Board meeting.
- K. The ratified Association Guidelines will be published on the PCHOA website, [www.pchoa.com](http://www.pchoa.com). A complete copy of the final Association Guidelines will be emailed to all Homeowners (US mail will be used when homeowners have not opted in to receive notices via email).
5. Ad-Hoc Emergency Process
- A. At the discretion of the Board, a new Guideline or revised Guideline can be published outside of the process outlined in Section 1.06, Paragraph 4.
  - B. The ARC will draft a new or revised Guideline and submit it to the Board for ratification.
  - C. The final revised Association Guidelines will be published on the PCHOA website, [www.pchoa.com](http://www.pchoa.com).
  - D. Homeowners will be notified through the newsletter *MeadowMix* and official PCHOA email sent by the management company that the revised Association Guidelines are published.

## Section 1.07 Violations

ARC members, Board members and Board designated agents, may periodically tour the Prairie Crossing community to identify Association Guidelines violations. Homeowners may assist with this task by bringing noted conditions to the attention of the Board or the ARC. Such communications shall be considered confidential.

As appropriate, the ARC will review violations of the Association Guidelines and report them to the Board. The Board or its agent will notify the Homeowner of the observed violation, request correction, and if necessary, will establish and levy an appropriate penalty (see Article 7, Violations and Enforcement Procedures, for more information).

# Article 2 - Architectural Guidelines and Property Maintenance

## Section 2.00 Term Definitions

1. **Discouraged** — Proposed changes that are unlikely to be approved.
2. **Governing Documents** — The Declaration of Covenants, the By-laws, Amendments to the Governing Documents, the Trail Easements and the Conservation Easements.
3. **Homeowner** — The owner of a residential lot in Prairie Crossing.
4. **House Lines** — The lines of the house are derived from the farthest wall of the house/garage in the back, front and both sides creating an imaginary rectangle around the outside of the structure usually with some spaces between the house line and the house. Example: a perfectly square or rectangular house would create no House Lines.
5. **Long View** — The specific characteristic of a lot or group of lots that affords a desirable, unobstructed view of the environmental assets of Prairie Crossing.
6. **Neighbor Comments** — Most items require that the requested or proposed plans be shown to neighbors on each side of the affected lot. The requesting Homeowner should supply a set of written comments from the neighbors as part of the Request. Neighbors asked to comment may choose to do so directly to the ARC via mail or email at [ARC@pchoa.com](mailto:ARC@pchoa.com). Please note that these comments are only part of the Request and may or may not play a part in the Request's approval or disapproval. In addition, the ARC may request input from other neighbors if the project warrants it.

7. **Prairie Crossing Lot Designations** — Prairie Crossing was developed with certain lot-type designations. These designations, and the streets that fall within these designations, are as follows:

|                              |                                                                                                                                                                                                                                                           |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Field Lots:</b>           | Lots on the north and west sides of Prairie Trail                                                                                                                                                                                                         |
| <b>Hedgerow Lots:</b>        | Lots on the north and south sides of Hedgerow Drive                                                                                                                                                                                                       |
| <b>Meadow Lots:</b>          | Lots on the south side of Prairie Trail, and north along Osage Orange Road, including the following streets: Osage Orange Road, Indian Grass Lane, Switchgrass Lane, Bluestem Lane, Wild Iris Lane, Calamus Lane, Prairie Orchid Lane, and Goldenrod Lane |
| <b>Prairie Lots:</b>         | Lots on Windflower Court, Penstemon Court, Sunflower Court, and Lupine Court (often referred to as “The Pods”)                                                                                                                                            |
| <b>Station Village Lots:</b> | Lots on Harris Road, Blazing Star Road, Coneflower Road, Wild Indigo Road, Turks Cap Road, Thimbleweed Road, and Shooting Star Road                                                                                                                       |
| <b>Village Lots:</b>         | Lots on Potawatomi Road, Portia Road, Colbee Benton Road, Levi Baxter Street, Indian Path Road, and Amos Bennett Street                                                                                                                                   |

8. **Request (Request Form)** — The official form Homeowners must file with the ARC to make a change to the exterior of their lot. The Request Form is available on the PCHOA website, [www.pchoa.com](http://www.pchoa.com).
9. **Historically Used** – Shall refer to styles, materials, colors, finishes which have been used over the entire history of Prairie Crossing. The term is not limited to the original developer selections.

## Section 2.01 General Expectations and Property Maintenance

For the most part, exterior changes **require ARC approval** prior to the start of any work. In addition to a completed ARC Request Form, the following are also required (as appropriate): material specifications, sketches, plans, elevations, photos, a copy of the plat of survey with the changes marked in proportion to the survey, Neighbor Comments and possible alternatives. These items will assist in the ARC’s review process. By adhering to these simple steps, Homeowners will maximize their chance of receiving a timely review and decision. The ARC may still consider Requests that do not comply with these Association Guidelines, but the chance of approval is greatly diminished.

### Remember, if in doubt, ask the ARC for help.

Homeowners are responsible for cleaning up debris generated as a result of a project undertaken by Homeowners and/or any contractors who work on the project. This includes debris generated as a result of an interior project. No debris, including plant material, shall be dumped in the common area. No paint, stains, polluted water (such as that used for cleaning paint brushes, containers, etc.) or other liquids shall be poured into the common area, into swales or storm drains, or onto streets, alleys, sidewalks, or trails. Homeowners are responsible for ensuring that contractors comply with this provision.

Once ARC approval is granted, it is the responsibility of the Homeowner to apply for appropriate Village of Grayslake permits. The Village requires written ARC approval before it will issue permits.

The Declaration of Covenants Article VI, Maintenance of Common Area and Dwelling Units, and the Association By-Laws Article VII, Covenants and Restrictions As To Use and Occupancy, require Homeowners to maintain their residences and properties in "good condition and repair" in order to contribute to the overall high-quality appearance of Prairie Crossing, to help sustain an environment that enhances the sense of place and community and to support the maintenance of property values. The following exterior change sections are followed by property maintenance criteria, where applicable, to help Homeowners interpret and understand the meaning of "good condition and repair" for the various elements of their residences and properties.

In general, the criteria apply to conditions that are visible from public view. The property maintenance sections of these Association Guidelines form the basis for making decisions about when a property is not in good condition or repair, taking normal wear and tear into consideration. Some conditions may require repair even if they are not listed in the property maintenance sections.

These property maintenance criteria are intended to expand upon the criteria already contained in the Association Guidelines and provide a further reference point that the Prairie Crossing Homeowners Association (PCHOA) and Homeowners can rely on now and in the future and help to ensure that all Homeowners are treated equally and fairly. They are not intended to supersede the existing criteria, and all provisions of the Association Guidelines should be considered together for a better understanding of what is allowed and expected.

***A Note to Homeowners:*** All changes to the exterior appearance of a residence, as well as some repairs, require ARC approval. Consult the Association Guidelines before beginning any changes or repairs to the exterior of your residence. Homeowners are also encouraged to:

- Make use of the group email ([pcho@pchochat.com](mailto:pcho@pchochat.com)) to get homeowner recommendations on contractors or suppliers.
- Organize a group of homeowners with the same project in order to receive a group discount from a contractor.

## **Section 2.02 Home Additions**

1. ARC approval is required prior to construction.
2. Consult with the ARC prior to design.
3. Materials, colors, and style shall match those of the existing home.
4. The addition's size shall be in proportion to the house and the lot.
5. The addition shall not adversely affect Long Views.
6. Neighbor Comments are required for the above-listed changes.

### **Maintenance: Home Additions**

See Section 2.03 Maintenance: Siding, Trim, Shutters, Roofs, and Gutters and Downspouts.

## **Section 2.03 Color, Style, or Materials of Exterior Home Elements**

*Note:* The Village requires a letter from the Association before it will issue permits or licenses for certain projects. See Section 1.03, Item #5 for additional details.

1. ARC approval is required prior to changing the color, style, or material of exterior elements of the house such as, but not limited to, siding, garage doors, exterior doors, trim, porch, porch flooring, roofing, and brickwork, if the proposed color is different from that of the original color scheme of the house. In order to expedite approval, the Board has pre-approved painting if the color is the current color even if it is not original, as long as it is in the existing approved color palette.
2. To be considered by the ARC, any proposed changes to any exterior feature of the house such as, but not limited to, siding, trim, porch railing, porch flooring, front door, roofing, brickwork, or other material changes shall conform to the style, coloring, and material consistent with what is historically used on Prairie Crossing homes.
3. Any changes in exterior house color shall not repeat the exterior color of immediately adjacent houses.
4. For the approved exterior colors, consult the PCHOA Color Palette at [www.pchoa.com](http://www.pchoa.com).
5. Neighbor Comments are required for the above-listed changes.

### **Maintenance: Siding, Trim, Shutters, Roofs, Gutters, and Downspouts**

#### **Siding: Cedar**

1. Color shall be uniform throughout.

2. There shall be no visible chipping, flaking, peeling, fading, or mold.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.
4. Siding shall be maintained algae-free and/or mold-free and power-washed as necessary.

**Siding: Vinyl and Hardiplank**

1. Color shall be uniform throughout.
2. There shall be no visible chipping, flaking, peeling, fading, or mold.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.
4. Siding shall be maintained algae-free and/or mold-free and power-washed as necessary.

**Siding: Exterior Insulation and Finish Systems (EIFS), and Stucco Dryvit**

1. Color shall be uniform throughout and shall consist of color(s) consistent with what is historically used on Prairie Crossing homes.
2. There shall be no visible chipping, flaking, peeling, fading or blistering paint or stain.
3. Plaster shall be intact with no missing chunks or large cracks.
4. Siding shall be maintained algae-free and/or mold-free and power-washed as necessary.

**Siding: Brick**

1. There shall be no missing bricks or mortar.
2. Replacement bricks and mortar shall match existing bricks and mortar as closely as possible.
3. Tuck-pointing shall be intact throughout.
4. Siding shall be maintained algae-free and/or mold-free and power-washed as necessary.

**Trim:**

1. Color shall be uniform throughout.
2. There shall be no visible chipping, flaking, peeling, fading or moldy paint or stain.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.

**Shutters:**

1. Only those residences with shutters installed by the developer at time of construction shall be allowed to have shutters
2. Color shall be uniform throughout and match existing trim or front door color.
3. There shall be no visible chipping, flaking, peeling, fading or moldy paint or stain.
4. There shall be no missing, detached, broken, loose, sagging, or warped components.
5. Shutters shall be firmly attached on all sides and be level.

**Roof: Shingled**

1. There shall be no missing, detached, broken, loose, sagging, warped or curled shingles.
2. Replacement shingles shall reasonably match the existing/original color and style.
3. Moderate weather-related staining is acceptable.
4. There shall be no accumulation of debris on roofs.

**Roof: Metal**

1. Color shall be coordinated with the house and trim colors, and shall not repeat the roof colors of other nearby homes.
2. Metal roofs shall not be rusty or corroded.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.

4. There shall be no large dents, large scratches, cracks or wrinkles.
5. Moderate weather-related staining is acceptable.
6. There shall be no accumulation of debris on roofs.

#### **Gutters and Downspouts:**

1. Color shall be uniform throughout and should be selected to match the house trim as closely as possible.
2. There shall be no visible chipping, flaking, peeling or fading paint or stain.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.
4. There shall be no bent or dented sections.
5. All components shall be properly attached to the house and intact to ground level or to the rain barrel.
6. Gutters shall be free of overhanging debris.
7. Larger gutters and downspouts than those originally installed are allowed.
8. Changes in materials from prefinished aluminum to other selections such as copper require ARC approval.

### **Section 2.04 Decks, Porches, and Screened-In Porches**

1. ARC approval is required prior to new construction or modification of an existing structure.
2. Construction shall follow the established style at Prairie Crossing. Materials and construction shall match existing structures on the house. The wood decking (floor) shall be stained gray (refer to color palette). Composite/plastic materials such as Trex or NewTechWood used for decking shall have the color embedded in the materials. The railing, posts, door(s), screen framing, lattice, and trim shall match the color and type of trim paint used on the house. Railings and posts may be made of vinyl, aluminum, PVC or environmentally friendly recycled materials composites that match the color of trim paint on the house.
3. All related roof shingles, trim, and siding shall match the style, color, and material used on the house.
4. The final size of the structure shall be in proportion to the house and lot. Structures shall not extend past more than one of the houselines.
5. Neighbor Comments are required for the above-listed changes.

Once ARC approval is granted, it is the responsibility of the Homeowner to apply for appropriate Village of Grayslake permits. The Village requires written ARC approval before it will issue permits.

#### **Maintenance: Decks, Porches, and Screened-In Porches**

1. Color shall be uniform throughout.
2. There shall be no visible chipping, flaking, peeling, fading or moldy paint or stain.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.
4. There shall be no visible settling of steps, decks and stoops.
5. Lattice below porches and decks shall be horizontal/vertical and be completely attached with no visible damage.
6. There shall be no torn or missing screens.
7. There shall be no grass or other vegetation growing through floor openings.

### **Section 2.05 Fences, Fence-Style Ornamentation, and Lattice**

1. ARC approval is required prior to any construction or installation of new fencing, fence-style ornamentation or lattice, or modifications to existing fencing or lattice.
2. All fences, fence-style ornamentation and lattice shall be constructed of wood or approved high quality composite materials. Fences shall not exceed 36 inches in height. Fencing and fence-style ornamentation

shall be painted white, or the same color as the house trim. If property directly borders common areas, the fence must be cedar and not composite materials.

3. Solid fencing is not allowed, but limited sections of screening lattice may be allowed.
4. All fencing, fence-style ornamentation and gate construction should be of a “picket” style. Differences from this style may be allowed, pending ARC approval prior to construction or installation.
5. Permanent lighting shall not be installed on or along the fence, fence-style ornamentation, gates or fence posts.
6. Village and Station Village Lots: Fences within or along lot lines are allowed only on Village and Station Village Lots. Fencing enclosing the entire lot is discouraged. All fencing locations must follow the zoning rules and regulations of Grayslake and Lake County ordinances as applicable.
7. Field, Prairie, Hedgerow, and Meadow Lots: Fences on Field, Prairie, Hedgerow and Meadow Lots shall be constructed to create a courtyard, defined as an area formed by the extension of two external walls and fences that extend from the two outside corners enclosing the area. Note that a perfectly square house creates no House Lines, cannot form a courtyard, and is Discouraged from fence installation.
8. All lattices shall be horizontal and vertical in nature and painted to match the trim. Diagonal lattice is not allowed.
9. Neighbor Comments are required for the above-listed changes.

Once ARC approval is granted, it is the responsibility of the Homeowner to apply for appropriate Village of Grayslake permits. The Village requires written ARC approval before it will issue permits.

### **Maintenance: Fences, Fence-Style Ornamentation, and Lattice**

1. Color shall be uniform throughout and shall consist of color(s) consistent with what is historically used for fences, fence-style ornamentation, and lattice throughout the Prairie Crossing community .
2. There shall be no visible chipping, flaking, peeling, fading or moldy paint or stain.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.
4. Horizontal and vertical elements shall be straight and well anchored. Diagonal lattices are not allowed.
5. Gates shall be firmly attached and square.

### **Section 2.06 Attached/Detached Structures: Sheds, Greenhouses, and Gazebos.**

1. ARC approval is required prior to construction or installation.
2. The construction or placement of detached or freestanding structures such as, but not limited to, sheds, greenhouses, playhouses, gazebos, tool houses, etc., is not allowed on any residential lot.
3. A shed or other similar structure may be considered by the ARC if:
  - A. It is attached (sharing a common wall) to the house or garage;
  - B. It strives not to exceed more than one of the House Lines; and
  - C. It does not adversely affect any Long Views.
4. Consult with the ARC prior to design.
5. Any attached structure is considered an addition to the house and shall be sided, roofed, and trimmed using the colors, materials and style that match those of the house. (see Section 2.02 for more information).
6. Neighbor Comments are required for the above-listed changes.

Once ARC approval is granted, it is the responsibility of the Homeowner to apply for appropriate Village of Grayslake permits. The Village requires written ARC approval before it will issue permits.

## **Maintenance: Attached Sheds, Greenhouses, and Gazebos**

See Section 2.03 Maintenance: Siding, Trim, Shutters, Roofs, Gutters, and Downspouts.

### **Section 2.07 Windows, Exterior Doors, and Screen Doors**

1. Replacement of individual doors and windows shall match the existing style of windows on the house.
2. Replacement of all doors and/or windows shall be consistent with existing approved styles.
3. ARC approval is required if the replacement style or color of windows or doors is different from the current color of the house trim.
4. Screen door color shall match the color used on the house trim or door.
5. The installation of storm doors requires ARC approval.
6. Neighbor Comments are required for the above-listed changes.

### **Maintenance: Windows, Exterior Doors, and Screen Doors**

1. Color shall be uniform throughout.
2. There shall be no visible chipping, flaking, peeling, fading or moldy paint or stain.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.
4. Doors shall be firmly attached and square.
5. All glass shall be intact without cracks.
6. There shall be no tears or holes in screens on windows or screen doors.

### **Section 2.08 Patios and Seating Walls**

1. ARC approval is required prior to construction or installation.
2. Patios shall be constructed from stone, brick, gravel, or concrete. However, concrete patios shall be formed, stamped and/or colored to look like stone or brick. Plain concrete slab patios are not allowed. Gravel patios shall be bordered by natural or manufactured materials in keeping with Prairie Crossing's guidelines. Manufactured materials include: Galvanized steel edging or gravel ground grids. Natural materials: stone pavers, brick and treated wood either 4x4 or 6x6. Recommended gravel materials are 1/4" pea gravel or 3/8" clear chip.
3. The patio size shall be in proportion to the house and not extend past more than one of the House Lines.
4. Seating walls shall be constructed from stone or brick that is similar or identical to patio materials. Seating walls may not be constructed from concrete.
5. Seating walls shall not exceed 30 inches in height.
6. Neighbor Comments are required for the above-listed changes.

### **Maintenance: Patios and Seating Walls**

1. There shall be no missing stones, bricks or pavers. If replacements are needed, they should match the existing material used.
2. Seating walls shall be intact and stable.
3. There shall be no visible unsightly vegetation between stones, bricks, gravel, and pavers.

### **Section 2.09 Driveways and Walkways**

1. ARC approval is required for any design or material change to existing driveways or walkways.
2. Driveways shall be made of asphalt, brick, or concrete.

3. Driveways should not be wider than the width of the garage and should follow as direct a path as practical from the street to the garage.
4. Notwithstanding the above, upon demonstration of hardship, the driveway surface may be expanded to allow extra parking for one vehicle, parallel to the driveway, not to exceed 9 feet wide and 18 feet long. Turn-about and other additions to driveways are discouraged. Extension of pavement within 3 feet of the property line is discouraged.
5. Walkways may be constructed from a variety of materials.
6. Neighbor Comments are required for the above listed changes.

Once ARC approval is granted, it is the responsibility of the Homeowner to apply for appropriate Village of Grayslake permits. The Village requires written ARC approval before it will issue permits.

## **Maintenance: Driveways and Walkways**

1. The driveway and walkway shall be intact, with no crumbling, loose or missing chunks, or deep cracks or gouges.
2. There shall be no overgrowth of vegetation.
3. On asphalt driveways, sealcoating is recommended but not required.
4. There shall be no accumulated debris.

## **Section 2.10 Permanent Exterior Lighting**

Permanent lighting must be carefully considered prior to installation. Light pollution can be a nuisance. Prior to considering installation of alternative lighting fixtures, please discuss the proposed fixtures and lighting emissions with affected neighbors.

1. ARC approval is required for the addition of new exterior lighting fixtures.
2. Permanent exterior lighting fixture styles and sizes shall be consistent with those used in Prairie Crossing, and all exterior fixtures on a given house shall be of the same general style. It is understood that different locations on a home warrant fixtures of different functions, but all fixtures shall be of the same general style across the house.
3. Exterior lamp brightness shall not exceed 800 lumens.

Most light bulbs are now rated in lumens rather than watts, although packages for CFLs and LEDs often give their incandescent equivalent. To clarify Number 3 above, a 60-watt incandescent bulb is equal to 800 lumens. 40 watts equals 450 lumens, and 25 watts equals 200 lumens.

When choosing CFL or LED bulbs for exterior lighting, keep in mind that these types of bulbs can cast a “cold” “bluish” light that is not in keeping with Prairie Crossing lighting. Please try to choose bulbs that are marked as “warm” white.

4. Walkway lighting requires ARC approval and must not exceed 300 lumens. Fixtures may not exceed 18 inches in height.
5. Landscape and address number lighting requires ARC approval and must not exceed 300 lumens. The exterior use of halogen, mercury vapor or high-pressure sodium lighting is not allowed.
6. Neighbor Comments are required for the above-listed changes.
7. Stand-alone light poles are not allowed.
8. Colored lights are not allowed for permanent exterior lighting.
9. Suspended string lighting may be utilized, but must not be on a timer, or automatically on/off dusk/dawn controller. All string lights must be switched manually and used only when the illuminated space is being actively used. Every attempt shall be made by the homeowner to assure these lights do not negatively impact neighbors. String lighting must be installed in a safe and code compliant manner. In order to

expedite approval, the Board has pre-approved suspended string lights as long as they meet the requirements outlined in this section.

### **Maintenance: Permanent (attached to the Residence) Exterior Lighting**

1. There shall be no missing, detached, broken, loose, sagging, or warped components.
2. There shall be no visible chipping, flaking, peeling or fading parts, and no broken glass.
3. There shall be no exposed wiring.

### **Section 2.11 Temporary Exterior Lighting: Holiday/Party Lighting and Decorating**

1. Holiday-related lighting and decorating shall be installed no more than 30 days prior to the holiday and shall be removed no later than fifteen (15) days after the close of the holiday.
2. Temporary low wattage single colored string lighting is permitted.
3. Temporary party lighting is allowed for one-time events only and must be removed within 48 hours after the event is over.

### **Section 2.12 Flags**

As used in this Section "American flag" means the flag of the United States (as defined in Section 1 of Chapter 1 of Title 4 of the United States Code and the Executive Orders entered in connection with that Section) made of fabric, cloth, or paper displayed from a staff or flagpole or in a window, but "American flag" does not include a depiction or emblem of the American flag made of lights, paint, roofing, siding, paving materials, flora, or balloons, or any other similar building, landscaping, or decorative component. "Military flag" means a flag of any branch of the United States armed forces or the Illinois National Guard made of fabric, cloth, or paper displayed from a staff or flagpole or in a window, but "military flag" does not include a depiction or emblem of a military flag made of lights, paint, roofing, siding, paving materials, flora, or balloons, or any other similar building, landscaping, or decorative component.

1. Flags may be displayed on residential lots, subject to the following guidelines:
  - A. The display of the American Flag shall be subject to the provisions of Title 4 of the United States Code, Chapter 1 (The Flag), Sections 4 through 10.
  - B. A flag or mount may not be installed by the Homeowner on a portion of the Common Area. A flag or mount may be installed on that portion of the property that is under the exclusive use and control of a Homeowner.
  - C. Flags shall not exceed a size of six by four feet (a five by three-foot flag is more aesthetically appropriate for a six-foot pole).
  - D. Flagpoles shall be securely mounted to a vertical first floor element of the house and extend outward at a 30- to 60-degree angle.
  - E. Flagpoles shall not exceed six feet in length.
  - F. The flagpole may be colored white, natural wood colors, or silver (aluminum-type finish).
  - G. Up to two flagpoles may be attached to the home
  - H. Vertical flagpoles mounted on the house are not allowed.

### **Maintenance: Flagpoles**

There shall be no visible chipping, flaking, peeling or fading paint or stain.

### **Section 2.13 Roof: Skylights, Weathervanes, and Lightning Rods.**

1. ARC approval is required prior to installation or construction of any roof-mounted element.
2. Style of roof elements shall be in proportion to the size of the house.

3. Roof elements shall be installed in a safe manner to prevent losses due to heavy winds and severe weather.
4. Lightning rods are considered safety elements and do not require neighbor comments for ARC approval. They must be professionally installed and properly grounded per building code.

### **Maintenance: Skylights, Weathervanes, and Lightning Rods**

1. Skylight glass shall be intact.
2. Weathervanes and lightning rods shall be intact and not bent or dangling.

### **Section 2.14 Satellite Dishes and Antennas**

1. Although ARC approval is not required, whenever possible the ARC should be contacted to ensure the optimal and aesthetically appropriate placement of the satellite dish/antenna prior to installation.
2. Satellite receiving dishes or antennas shall be one meter (39.37 inches) or less in diameter or diagonal measurement. Note: it is highly desirable that the placement of the dish or antenna be such that it minimizes its visual impact.
3. To ensure safe usage, dishes or antennas shall be professionally installed.
4. Where possible, interior placement of antennas is recommended.
5. Free standing or detached antennas, satellite dishes, etc., are discouraged.

It is the Homeowner's responsibility to become familiar with and adhere to all federal and local regulations that apply.

### **Maintenance: Satellite Dishes and Antennas**

Satellite dishes and antennae shall be intact and not bent, dented, or dangling.

### **Section 2.15 Dog Runs**

1. ARC approval is required prior to construction or installation.
2. Dog run construction shall not adversely affect any Long Views.
3. The dog run shall be landscaped to minimize its visual impact.
4. Dog owners shall keep their dog run clean and sanitary in accordance with the Declaration of Covenants Article IX, Section 9.05 and Grayslake Village Municipal Code Title 8, Section 8.28.020, #8 and other applicable provisions.
5. Chain link fence enclosures are Discouraged.
6. Neighbor Comments are required for the above-listed changes.

### **Maintenance: Dog Runs**

1. Replacement parts or sections shall match existing approved material.
2. There shall be no missing, detached, broken, loose, sagging, or warped components.
3. Metal fences shall be free of rust and jagged edges (see Section 2.04 for picket fence style).
4. Dog runs shall be cleaned regularly to avoid noxious odors.

### **Section 2.16 Mailboxes**

1. Mailbox construction and style shall be maintained as originally installed.
2. Replacement mailboxes and posts shall be of the same color, design, size, material and construction as originally installed.
3. Adding the home's street number to the mailbox is allowed. Numbers for applying to either or both sides of the mailbox can be obtained free of charge from the ARC. Email the ARC at [ARC@pchoa.com](mailto:ARC@pchoa.com).

## **Maintenance: Mailboxes**

1. Mailboxes and posts shall be structurally sound, intact and upright: no missing, detached, broken, loose, sagging, or warped components.
2. Color shall be uniform throughout and shall consist of color(s) consistent with what is historically used on Prairie Crossing homes.
3. There shall be no visible chipping, flaking, peeling, fading or moldy paint or stain.
4. Numbers used shall be maintained in good condition (and are available from the ARC and Board).

## **Section 2.17 Window Treatments, Shutters, Awnings, and Coverings**

1. ARC approval is required prior to the installation of any exterior window treatment.
2. Certain interior window treatments visible from the outside are not allowed, according to the Declaration of Covenants Article IX, Section 9.10 (d). Some examples of coverings not allowed are: newspapers, glass wax, bed sheets, etc.
3. Garage windows that face the street shall be equipped with blinds, curtains or shades.
4. Only those residences with shutters installed by the developer at time of construction shall be allowed to have shutters.
5. Awnings on house windows are not allowed.
6. Awnings over decks may be considered by the ARC. The size, style and proportions shall be consistent with the home design.
7. Awning colors should coordinate with those of the house. The awning size shall be in proportion to the house size.
8. Temporary awnings, such as, but not limited to, poly-tarps, construction tarps, and similar products, are not allowed.
9. Awnings shall be located on the rear of the house and shall not adversely affect Long Views.
10. Neighbor Comments are required for the installation of awnings.

## **Maintenance: Retractable Awnings**

1. Awnings shall be firmly attached and level with roofline.
2. Fabric shall be free of rips or tears, and not significantly faded.
3. Debris shall not be allowed to collect on awnings and coverings.

## **Section 2.18 Trellises, Pergolas, Porticos, and Arbors**

1. ARC approval is required prior to construction or installation of any trellis, pergola, portico, arbor, etc.
2. Consult with the ARC prior to design.
3. Trellises, pergolas, and/or porticos shall be constructed of wood (wood product), quality composite materials, or metal. Plastic construction of any kind is not allowed. Such structures shall not exceed 12 feet in height.
4. Any lattice component of a trellis, pergola, or portico shall be in a horizontal/vertical pattern. Diagonal lattice is not allowed.
5. Final installation shall not adversely affect Long Views.
6. Neighbor Comments are required for the above listed changes.

## **Maintenance: Trellises, Pergolas, Porticos, and Arbors**

1. They shall be structurally sound, intact and upright.

2. There shall be no missing, detached, broken, loose, sagging, or warped components.
3. There shall be no excessive chipping, flaking, peeling, fading or moldy paint or stain.

## **Section 2.19 Hot Tubs**

1. ARC approval is required prior to construction or installation.
2. Consult with the ARC prior to design.
3. Tub colors should coordinate with the house, and trim and facing colors should match the house.
4. Screening methods may be required.
5. Neighbor Comments are required for the above listed changes.

## **Maintenance: Hot Tubs**

The exterior frame shall be uniform in color with no missing slats, boards, or components.

## **Section 2.20 In-Ground Pools**

1. In-ground pools are allowed on Field Lots only.
2. ARC approval is required prior to construction or installation.
3. The size of any in-ground pool shall be in proportion to the house and lot size and no portion of its structure can be closer than 25 feet to a lot line.
4. Pool fencing shall follow Guideline 2.04; and all Village and County ordinances.

Pool fencing must be a minimum height of 48 inches in accordance with Village of Grayslake codes.

5. Neighbor Comments are required for the above listed changes.
6. For above-ground pools see Section 3.02.

Once ARC approval is granted, it is the responsibility of the Homeowner to apply for appropriate Village of Grayslake permits. The Village requires written ARC approval before it will issue building permits.

## **Maintenance: In-Ground Pools**

Pools shall have no visible damage or deteriorated components and be free of collected debris.

## **Section 2.21 Air Conditioning Units**

1. Window units are not allowed in any window in any residential house, nor shall units protrude from a house wall in accordance with the Declaration of Covenants Article IX, Section 9.10(b).
2. Replacement of central air compressors should be in the original location. If a different location is desired ARC approval is required.
3. Neighbor Comments are required for the above-listed changes.

## **Section 2.22 Temporary Tents and Canopies**

Temporary canopy structures or tents are allowed for one-time events only. ARC approval is not necessary. Structures may be put up no earlier than 48 hours prior to the event and must be removed no more than 48 hours after the event is over.

Homeowners are required to contact J.U.L.I.E. at 811 or 800-892-0123 for utility locator service at least 48 hours prior to the installation of any temporary structure.

## Section 2.23 Waterfront: Private Docks and Boat Launches

These structures are prohibited by the Declaration of Covenants Article IX, Section 9.10 (n).

## Section 2.24 Homeowner-Initiated Renewable Energy Systems

1. ARC approval is required prior to installation.
2. Passive or Active Solar Power/ Illumination Systems are defined as, but not limited to:
  - A. Solar Photovoltaic Panels that generate an electric current;
  - B. Solar Thermal Collectors that generate thermal energy to provide heat or induce air cooling;
  - C. Solar Optical Fibers, Conduits, and Waveguides used for interior illumination.

The ARC understands that renewable energy initiatives, such as solar, wind-generated, and other systems may be desired and will be promoted throughout the community. The ARC will review all submitted Requests with this overall goal in mind, tempered with an assessment of impact to the environment and the overall aesthetics of the community.

## Maintenance: Homeowner-Initiated Renewable Energy Systems

There shall be no loose, sagging, or otherwise improperly attached components.

## Section 2.25 Laundry Lines

1. ARC approval is required prior to construction or installation of laundry lines.
2. Laundry lines are allowed but shall be placed where they cannot impair the Long View of neighbors.
3. Laundry lines should be placed in a location that is minimally visible from any roadway.
4. The use of retractable laundry lines that are stowed out of sight after use is preferred.
5. The line drying of laundry is allowed between sunrise and sunset
6. In no case shall laundry, bedding or similar materials be allowed to remain on the line after sunset.
7. Neighbor Comments are required for the above listed changes.

## Maintenance: Laundry Lines

1. Poles and posts holding laundry lines shall be in good repair and not leaning.
2. Lines shall not be hanging loose or unsecured.

## Section 2.26 Exterior Signage: For Sale Signs, Garage Sale Signs, and Political Signs

1. As stated in the Declaration of Covenants Article IX, section 9.04 no signs **of any kind** shall be placed, erected or allowed to remain on any dwelling unit, residential lot or common area without prior written approval of the Board or its designee. This includes but is not limited to "For Sale" and "Garage Sale" signs, political signs, as well as signage placed on property for the sale of any personal property, such as, but not limited to, cars, boats, lawnmowers, etc. Contractors are not allowed to place any company signs or logos in or on any residential building or property.
2. In order to expedite approval, the Board has pre-approved the following signs with their listed restrictions:
  - A. House for Sale or Rent: Homeowners may post two (2) standard Realtor or other "For Sale" signs up to 18 x 30 inches on their house provided the signs are not both posted on the same side of the residence. The signs must be attached to the house or porch or be within three feet of the building, facing the street. The Homeowner may decide the location for maximum exposure. Freestanding signs shall not exceed 36 inches in height.

- B. Open House: Homeowners may post two (2) standard signs up to 18 x 30 inches on their house. The signs must be attached to the house or porch or be within three feet of the building facing the street. The Homeowner may decide the location for maximum exposure. Freestanding signs shall not exceed 36 inches in height. Signs may be displayed on common areas only on the day(s) of the open house and must be removed at the end of the final day of the open house. The number of signs should be kept to a minimum.
- C. Garage Sale: May be displayed on common areas only up to three day(s) in advance of the garage sale and must be removed at the end of the final day of the sale. The number of signs should be kept to a minimum.
- D. Political Signs: One sign per political candidate or election issue. Signs shall not be larger than 18x24 inches. Signs shall be placed only on private property: on the house side of swale on Field, Meadow, Hedgerow and Prairie Lots and on the house side of sidewalk on Village and Station Village Lots. Signage in windows is not allowed. Signs may be displayed no earlier than two weeks prior to Election Day, which means the date polling places are open for in-person voting. The meaning of Election Day does not include, for example, the date early voting begins, or the date vote-by-mail or military ballots are mailed. Signs must be removed by the day following Election Day
- E. Local Event Signs: One sign per local event. Signs shall not be larger than 18x24 inches. Signs shall be placed only on private property: on the house side of swale on Field, Meadow, Hedgerow and Prairie Lots and on the house side of sidewalk on Village and Station Village Lots. Signage in windows is not allowed. Signs may be displayed no earlier than two weeks prior to the event. Signs must be removed by the day following the event.
- F. No signage of any kind is allowed in windows. The only exception is a Village of Grayslake building permit.

## Section 2.27 Trash, Recycling, and Compost Containers

1. As stated more fully in the Declaration of Covenants Article IX, Section 9.06, all trash, recycling and compost containers shall be kept on each residential lot so as not to be seen from neighboring dwelling units, the roads or the alleys.

2.

Grayslake Village Code Title 8, Section 8.24.020 states the following:

**Placement of pick-up receptacles.**

The receptacle containing garbage and refuse to be collected at any time shall be placed by the occupant (householder) in each case at the curb of the street shortly before the time scheduled for collection by the garbage collector but no earlier than six p.m. of the day immediately preceding the day scheduled for such collection, and it shall be the duty of such occupant (householder) to remove the emptied receptacle from the curb and front of yard within twelve hours after each collection (pick-up).

3. The ARC will consider alternatives to inside storage, These storage alternatives include, but are not necessarily limited to, the use of approved screening structures or sheds. If outside storage is approved, all trash, recycling and compost shall be stored within containers in a manner that prevents access by animals, wind dispersal of contents, generation of offensive odors and does not generate any other situation that may violate the Declaration of Covenants Article IX, Section 9.07.ARC approval and Neighbor Comments are required before any construction or installation begins.

## Section 2.28 Screening Structures

1. ARC approval is required prior to construction or installation.

2. Homeowners may add approved screening structures to alter the view of elements adjacent to the dwelling units. These include screens for trash, recycling and compost containers, air conditioner compressors, or other dwelling unit service items.
3. All screening structures shall be well constructed of wood, or approved high quality composite materials, in a manner that reflects the quality of community standards, and the style shall complement the architecture of the dwelling unit. The color of screening structures must match the trim color of the house. The structure shall be located only at the sides or rear of the dwelling.
4. The height of the screening structure shall exceed the height of the element being screened by eight inches or more but shall not be more than 60 inches overall. The enclosure shall be connected to the residence by at least one corner of the enclosure, and the enclosure shall be parallel and perpendicular to the residence wherever the lot geometry allows it. It is suggested that the inside length and width dimensions be no greater than the space required to contain the items plus an additional 12 inches in both directions. The geometry of the enclosure shall keep the enclosed items out of view from the neighbors, and if needed to shelter the view, a gate shall be installed. A floor surface that restricts plant growth is suggested.
5. Any lattice component of a screening structure shall be in a horizontal/vertical pattern. Diagonal lattice is not allowed.
6. Neighbor Comments are required for the above-listed changes.

### **Maintenance: Screening Structures**

1. There shall be no visible chipping, flaking, peeling, fading or moldy paint or stain.
2. There shall be no missing, detached, broken, loose, sagging, or warped components.
3. Gates shall be firmly attached and square.

### **Section 2.29 Generators**

1. ARC approval is required prior to construction or installation.
2. Units to be considered must be low decibel and need to be installed in the side or rear of the property as to limit the visual impact to neighbors. Size of the unit needs to be specified as to cover the entire house needs or for a sub-panel circuit of the house. Consideration must be made when the unit cycles itself and this must be done during normal day time hours between 9 am to 5pm.
3. Homeowners may add approved screening structures as appropriate for the type of generator. Please refer to Section 2.28.
4. Neighbor comments are needed for such installations.

### **Maintenance: Generators**

Units must be maintained and serviced as per the Manufacturer's requirements.

### **Section 2.30 Backyard Hens and Enclosures**

1. Backyard hens shall be allowed, provided they are not kept, bred or maintained for any commercial purpose and provided that any such animal causing or creating nuisance *shall* be permanently removed on three days' notice from the Board.
2. Location, setbacks, design, care, size, quantity of birds etc., must all be in compliance with Village and County ordinances and local building codes.
3. Any additional fencing, beyond the ARC approved chicken coop enclosure, shall meet the guidelines for fencing in section 2.05. Note that chicken coop fencing will allow for either chicken wire or hardware cloth to be used as materials in addition to materials outlined in 2.05.
4. The chicken coop shall be designed to match or coordinate with the home design.
5. The chicken coop shall be constructed of materials to match the home, including siding, trim and roofing. No plastic or composite materials are allowed. Colors shall match the home.
6. ARC approval is required.

### **Maintenance: Backyard Hens and Enclosures**

1. Fencing and enclosures shall be kept in a clean, and tidy condition.
2. There shall be no visible chipping, flaking, peeling or fading parts, and no broken glass or torn screens.

## Article 3 - Recreational Guidelines

### Section 3.00 General

The following is a list of recreational items that may or may not be allowed and/or may require approval by the ARC prior to installation and/or use. If the recreational equipment or related items being considered are not listed, or should Homeowners have any questions regarding the items that are listed, please contact the ARC for help and clarification, [ARC@pchoa.com](mailto:ARC@pchoa.com).

### Section 3.01 Playground Equipment

Playground equipment is not considered Sports Equipment. (see Section 3.03 for Guidelines regarding Sports Equipment).

1. No *non-portable* playground equipment such as a playhouse, swing set, tree house, ice skating structure, outbuilding or structure of any type detached from the house is allowed.
2. No *portable* children's play sets, slides, swing sets, playhouses, etc. shall be constructed or placed on any residential lot without ARC approval. The ARC reserves the right to prohibit any of the same if, in the opinion of the ARC, it would constitute a nuisance to owners of other lots within the community or negatively impact Long Views or the environment.
3. Placement of portable equipment shall be such that it cannot be seen from the street and does not obstruct the Long Views of neighbors.
4. Neutral colored equipment (colors consistent with what is historically used in Prairie Crossing homes) is preferred.
5. Brightly colored equipment is strongly discouraged.
6. Portable play equipment less than 24 inches in height does not require ARC approval. It should be placed close to the house (preferably within the House Lines) and its placement should not affect the Long Views of neighbors.
7. Any approved portable exterior playground equipment may be used between April 1st and October 31st. Between November 1st and March 31st, all equipment shall be stored inside. Outside storage is not allowed.
8. Neighbor Comments are required for the above listed changes.

### Section 3.02 Above-Ground Swimming Pools

1. Above-ground pools greater than 18 inches in height are not allowed.
2. Children's portable wading pools that are 18 inches or less in height are allowed as long as they are placed close to the house (preferably within the House Lines) and do not interfere with the Long Views of neighbors.
3. Approved pools may be used between April 1st and October 31st. Between November 1st and March 31st, pools shall be stored inside. Outside storage is not allowed.
4. See Section 2.19 for hot tubs.
5. See Section 2.20 for in-ground pools.
6. See Section 4.08 for ponds.

### **Section 3.03 Sports Equipment**

1. Temporary seasonal outdoor sports equipment such as, but not limited to, portable basketball hoops, volleyball nets, netted goals, batting cages, badminton sets and other such sports equipment are allowed on residential lots subject to the following restrictions. Such equipment should be removed when not in use, with the exception of portable basketball hoops.
2. See Section 6.02 for information about boats.
3. Temporary seasonal outdoor sports equipment may be used from March 1st through November 30th. Between December 1st and February 28th (29th in leap years), all equipment shall be stored inside. Outside storage is not allowed.
4. Outside sports equipment greater than 14 feet in height is not allowed.
5. The use of temporary sports equipment (including basketball playing) is governed by Village ordinance.
6. Trampolines greater than four feet in diameter are not allowed on any residential lot.
7. Portable basketball hoops may be used all year long, and are not subject to the requirement of being taken down and brought inside when not in use.
8. Portable basketball hoops shall be located and used according to Village ordinance.
9. Backboards may be mounted on garages provided that the garage is set back from the street, the backboard is of clear Plexiglas, and the garage has a gable end. The mounting of basketball backboards to any other part of the house is discouraged. ARC approval is required prior to installation and Neighbor Comments are required for the above listed changes.
10. Basketball backboards may be mounted to a permanent pole, located and installed in conformance with Village ordinance and local building codes.
11. Skateboard ramps are not allowed.
12. See Section 2.22 for tents and canopies.

### **Maintenance: Basketball Hoops**

1. Attached hoops shall be securely fastened to the garage or support poles.
2. Support poles shall be maintained vertical/plumb and true at all times.
3. There shall be no missing, detached, broken, loose, sagging, or warped components.

### **Section 3.04 Lawn Furniture**

See Section 4.06.

### **Section 3.05 Outdoor Open Fires in Common Areas**

1. As stated more fully in the Declaration of Covenants, open fires are not allowed except for prescribed burns. Our community has designated fire pit-type amenities (the Prairie Orchid fire pit and the fireplace in the Pavilion in Station Village) for open fires that are not addressed in the Declaration of Covenants, and the Board wishes to establish reasonable guidelines for the use of the amenity.
2. The Board adopts these guidelines so that the use of the designated open fire areas does not violate the Declarations and establishes the expectations of conduct for the safe and reasonable use of these amenities by Homeowners.
  - A. Any adult Homeowner may use the designated open fire amenities.
  - B. Notification shall be given to the Association's Property Manager prior to its use.
  - C. Designated open fire areas may be used between the hours of sunrise and midnight.
  - D. Adult supervision shall be present at all times while the fire is burning.
  - E. Fire size and intensity shall be reasonable for the prevailing wind and fire hazard conditions.

- F. Those persons starting the fire are responsible for extinguishing the fire. Note that fires may require a substantial amount of water to extinguish. Someone shall remain at the fire until it is completely extinguished (no more smoke or visible embers).
  - G. Fire area shall be kept in an orderly condition and all debris removed.
  - H. Smoke levels and attendant noise shall not present an obnoxious nuisance to the neighboring Homeowners.
  - I. The Association is not responsible for providing fuels.
  - J. Only wood products may be used as fuel.
  - K. Unused fuel shall be stored in an orderly manner near the designated fire area.
  - L. Fuel left at the designated fire areas may be used by any Homeowner for subsequent fires.
  - M. Homeowners shall exercise prudent fire safety for the containment of fire and minimize exposures to inadvertent bodily injury or property damage.
3. See Section 4.06 for portable fire pits.

## Article 4 - Landscaping Guidelines

### Section 4.00 General

The following is a list of landscaping activities that may require ARC approval prior to construction or installation. The ARC has attempted to include all items that affect landscaping. It is incumbent on each Homeowner to review and understand which items will require ARC approval before any work can commence. It may be possible that a particular change is not listed. If this is the case or should Homeowners have any questions regarding proposed changes it is recommended that they obtain clarification from the ARC before submitting a Request for a change.

Native trees, shrubs, grasses and wildflowers are encouraged at Prairie Crossing. These types of plantings are acclimated to our environment; reduce storm water run-off, are drought tolerant and less susceptible to disease. The Chicago Botanic Garden ([www.chicagobotanic.org](http://www.chicagobotanic.org)) has an excellent list of native plants and illustrations. Lake County Forest Preserves ([www.lcfd.org](http://www.lcfd.org)) has a list of plants native to Lake County.

Prior to any digging, the Homeowner must contact J.U.L.I.E. at 811 or 800-892-0123 to check for any underground utility lines and/or piping at least 48 hours prior to digging. This service is free of charge to the Homeowner.

### Section 4.01 Lawns/Sod

1. Lawns are defined as the landscaped area surrounding a home and within the property lines. Lawns include turf grass (sod and/or seeded grass) along with prairie grasses and wildflowers. The use of native prairie grasses and wildflowers (prairie mix) is encouraged in lieu of sod. Changes to a lawn area may not require ARC approval; however, the Association Guidelines shall be followed when considering any changes to a lawn.
2. Un-mowed turf grass is not considered native prairie grass. Sod or seeded lawns shall be maintained and mowed as prescribed in the Declaration of Covenants Article 6, Section 6.02.
3. Care should be taken in defining boundaries between prairie mix and turf grass along property lines to avoid straight lines following the lot lines.
4. Prairie mix is not encouraged directly adjacent to building walls. This can encourage a habitat for wildlife against the house foundation and can make periodic prairie burns difficult to control.
5. The Homeowner is required to maintain the drainage swales and parkways in front of the home and keep the drainage swale clear of obstructions.

## Maintenance: Lawns/Sod

1. Turf grass shall be mowed regularly during the growing season; there shall be no overgrowth of weeds.
2. Sidewalks shall be clear of grass clippings.
3. Native prairies shall be kept trimmed so that no portion blocks streets, public sidewalks, alleys, trails, and public signs.
4. Parkways and swales that are sodded shall be mowed regularly during the growing season; there shall be no overgrowth of weeds.
5. Parkways and swales that are planted (native or non-native) shall be kept trimmed so that no portion blocks streets, public sidewalks, alleys, trails, and public signs.
6. There shall be no accumulated debris in parkways or swales (including landscaping and yard waste), toys, trash, etc.
7. Swales cannot be altered or obstructed in any way that disturbs the water flow.

## Section 4.02 Plantings

1. Addition to, or replacement of, existing flowers or shrubs less than four feet in height at maturity does not require ARC approval.
2. Addition to, or replacement of, trees or shrubs exceeding a height of four feet at maturity require ARC approval.
3. A “to-scale” landscape plan designating the position and dimensions of the home and lot lines as well as specific placement of the trees and shrubs to be planted must be submitted to the ARC for approval. Species and mature height of trees and shrubs must be included on the landscape plan.
4. Landscape plans shall take into consideration surrounding neighbor views as well as the Homeowner’s lot.
5. The planting of shrubs, grasses, bushes or trees in a straight row along a lot line is strongly discouraged.
6. Neighbor Comments are required for the above listed changes.

Native trees, shrubs, grasses and wildflowers are encouraged at Prairie Crossing. These types of plantings are acclimated to our environment; reduce storm water run-off, are drought tolerant and less susceptible to disease. The Chicago Botanic Garden ([www.chicagobotanic.org](http://www.chicagobotanic.org)) has an excellent list of native plants and illustrations. Lake County Forest Preserves ([lcpd.org](http://lcpd.org)) has a list of plants native to Lake County.

The ARC suggests that Homeowners avoid plants that are considered invasive. Some invasive plants are illegal in landscaping. The Chicago Botanic Garden has a published list of invasive plants in this region (see [www.chicagobotanic.org](http://www.chicagobotanic.org) and click on Your Garden, then Garden Help, then Invasives.) Also see the Prairie Crossing Environmental Handbook on the PCHOA website, [www.pchoa.com](http://www.pchoa.com).

7. All plantings adjacent to public sidewalks shall be trimmed so that no portion blocks street, public sidewalks, alleys, trails, or public signs.

## Maintenance: Plantings (Trees, Shrubs, and Herbaceous Plants)

1. Planting beds shall be kept free of overgrown weeds.
2. Plantings shall be kept trimmed so that no portion blocks streets, public sidewalks, alleys, trails, or public signs. Trees and bushes shall be kept trimmed so that no limbs or branches block streets, public sidewalks, alleys, or trails at a height of less than seven feet.
3. Dead plants shall be removed. If they are part of screening required by the ARC, they shall be replaced.
4. Storm damage shall be cleaned up and removed as soon as possible.

## Section 4.03 Compost Bins

1. All compost bins shall have ARC approval prior to construction or installation.

2. The Request shall include location, materials, style, size and color (if applicable).
3. Location of a compost bin shall be such that it does not interfere with the Long View of neighbors, does not create offensive odors, does not interfere with drainage, and does not encroach upon common or adjacent property.
4. Neighbor Comments are required for the above-listed changes.

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### **Maintenance: Compost Bins**

1. Bins shall be kept intact and secured to avoid being blown away by the wind.
2. Contents shall be contained (i.e., no overflow) and shall not produce noxious odors.

### **Section 4.04 Lawn Ornamentation**

1. Lawn ornamentation is defined as items such as, but not limited to, bird baths, bird houses, bird feeders, statues, wire ornaments, wind mobiles, water fountains, landscape structures, hammocks, hammock supports, etc.
2. Lawn ornamentation higher than 36 inches requires ARC approval.
3. Overuse of lawn ornamentation is discouraged.
4. The ARC requests that the Homeowner strongly consider using only lawn ornamentation that blends into the Prairie Crossing environment.
5. Neighbor Comments are required for the above-listed changes.
6. See Section 2.05 for fence-style ornamentation.

### **Maintenance: Lawn Ornaments**

1. Lawn ornaments shall be in "like new" or "nearly like new" condition.
2. Ornaments shall be secured to avoid being blown away by the wind.
3. There shall be no visible chipping, flaking, peeling or fading parts, and no broken glass.
4. Ornaments shall be intact and not bent or dangling.

### **Section 4.05 Timbers, Rocks, Borders, Retaining Walls, and Raised Garden Beds**

1. Any landscape borders, raised garden beds, walls or landscape elements exceeding 18 inches in height shall have ARC approval prior to construction or installation. Retaining walls may exceed 36 inches in height, with ARC approval, if the grade of the property has a slope ratio of 3:1 or greater.
2. Landscape borders, raised garden beds, or other landscape elements shall not encroach upon common areas.
3. See section 4.10 for sump pump drainage.

Per Village of Grayslake ordinance: Any landscaping or landscape elements that direct the flow of storm water onto adjacent properties is not allowed. Any landscaping or landscape elements that alter the grading or change the flow of storm water in drainage easements is not allowed.

### **Maintenance: Timbers, Rocks, Borders, and Retaining Walls**

Timbers, rocks, borders and retaining walls shall be in sound condition and intact.

### **Section 4.06 Portable Barbecues, Portable Fire Pits, and Outdoor Furniture**

1. Portable barbecues, portable fire pits, and outdoor furniture do not require ARC approval.
2. Portable fire pits shall not be placed where they would pose a safety hazard to neighbors and/or common areas. Screens are highly recommended.

3. Placement of furniture, barbecues, and fire pits that obstruct or hinder the Long Views of neighbors is not allowed.
4. Lawn furniture shall be secured nightly so as not to become a hazard during high wind conditions.

It is the responsibility of the Homeowner to comply with all local and state safety regulations and ordinances.

## **Maintenance: Portable Barbecues, Portable Fire Pits, and Outdoor Furniture**

There shall be no missing, detached, broken, loose, sagging, or warped components.

### **Section 4.07 Permanent Outdoor Barbecues, Fire Pits and Fireplaces**

1. Permanent outdoor barbecues, fire pits, and fireplaces require ARC approval prior to construction or placement.
2. Permanent outdoor barbecues, fire pits, and fireplaces shall be constructed of stone or brick. If on a patio, construction materials shall be as similar as or identical to existing patio construction materials as possible. However, permanent barbecues, fire pits and outdoor fireplaces shall not be constructed of concrete. If the Homeowner has a concrete patio, the stone or brick used to construct the permanent barbecue, fire pit or fireplace shall match the pattern of the concrete as closely as possible.
3. Permanent outdoor barbecues, fire pits, and fireplaces are subject to the following criteria:
  - A. The barbecue, fire pit or fireplace structure, or any combination thereof, shall not exceed six feet in height, by five feet in width, by four feet in depth. These dimensions *include* any trim or decorations on the structure. These dimensions do not include possible sidewalls, which are covered under existing Guidelines.
  - B. Screens are strongly recommended for fire pits and fireplace chimneys.
  - C. A fireplace shall be set back at least 15 feet from *all* of the following: common space prairies, the Homeowner's lot lines, any structures nearby (on the Homeowner's lot or on neighboring lots), alleys, and walking trails. This may preclude some lots from having a fireplace.
  - D. A fire pit shall be set back at least 15 feet from any common space prairie.
  - E. Only natural gas or firewood may be used as fuel. Fireplace chimneys shall have a spark arrestor (cap).
4. The homeowner shall make every possible effort to ensure that their permanent barbecue, fire pit and/or fireplace is operated with the absolute safety of all persons and property, including common space, in mind.
5. Neighbor comments are required for all permanent barbecues, fire pits and outdoor fireplaces.

The Homeowner is responsible for adhering to all local ordinances regarding permanent barbecues, fire pits and outdoor fireplaces.

### **Section 4.08 Changes to Grading: Ponds, Rain Gardens, Berms, and Raised Beds**

1. Consult with the ARC prior to design.
2. ARC approval is required prior to construction or installation.
3. Any change to the original property lot grading for any reason must have ARC approval prior to the start of any work. Ponds, rain gardens, raised flower beds, compost piles in the drainage swale, etc. may all result in a change to the lot grading.
4. Neighbor Comments are required for the above-listed changes.

Per Village of Grayslake ordinance: Any landscaping or landscape elements that direct the flow of storm water onto adjacent properties is not allowed; any landscaping or landscape elements that alter the grading or change the flow of storm water in drainage easements is not allowed.

## **Section 4.09 Rain Barrels**

1. The installation of rain barrels on residential lots is encouraged. Installation requires ARC approval.
2. Barrels may be wood or plastic. Colors that match the house or trim color as closely as possible are strongly encouraged. Barrels should not be primary colors or other bright colors. They may be decorated. Reasonable screening with plants or shrubs is encouraged. Rain barrels shall have tight-fitting lids surrounding downspouts in order to control mosquitoes. An overflow system is also strongly encouraged to prevent standing water at or near house foundations.
3. Neighbor comments are required for the above-listed changes.

Per Village of Grayslake ordinance, any landscaping or landscape elements that direct the flow of storm water onto adjacent properties is not allowed.

### **Maintenance: Rain Barrels**

1. Rain barrels shall be intact.
2. There shall be no visible chipping, flaking, peeling, or fading paint or stain.
3. There shall be no missing, detached, broken, loose, sagging, warped, or dangling components.

## **Section 4.10 Sump Pump Drainage**

1. Any permanent change to the original sump pump drainage placement must have prior ARC approval.
2. Sump pump drainage into the common area is not allowed without prior ARC approval.
3. The use of buried drainage tile (pipe) for sump pump discharge is preferred and requires ARC approval.
4. An erosion control plan must be submitted with any proposed change or addition to the sump pump discharge from the residence or property.

## **Section 4.11 Firewood: Loose Stacking and Stacking Frames**

The loose stacking of firewood or the use of firewood stacking frames does not require ARC approval as long as the following criteria are met:

1. Location and height shall not obstruct Long Views. The pile should be kept as close as possible to the house.
2. The pile shall be neatly stacked and kept uniform at all times.
3. The pile shall not exceed 60 inches in overall height.
4. Wood shall be stacked as far from alleys as feasible.
5. If using a tarp, it shall be brown, tan, green or black.

### **Maintenance: Firewood Stacks**

1. Firewood shall be neatly and uniformly stacked, not left in a loose or disorganized pile.
2. Firewood frames shall be upright, and straight horizontally and vertically.

## **Section 4.12 Supports for Edible Plants**

1. Plants on the structure shall not block or interfere with sidewalks, streets, alleys, walking trails or neighbors' lots.

2. Structures shall be maintained in good condition.
3. Structures shall be temporary in nature (easily removed if no longer needed).
4. Structures shall not adversely affect Long Views
5. See Section 2.18 for Trellises, Pergolas, Porticos, and Arbors

## Article 5 - Usage of Common Areas by Homeowners

1. While composting is an encouraged activity, Homeowners shall not use common areas for this purpose.
2. The dumping of grass clippings or any other matter in common areas is damaging to the prairie vegetation, creates an aesthetic eyesore, and is not allowed.
3. Homeowners shall not encroach on common areas by mowing; burning; adding turf, landscaping, mulch or garden beds; erecting playground equipment; conducting any other activities; or adding any other personal elements that extend beyond lot lines.
4. Homeowners are responsible for cleaning up debris generated as a result of a project undertaken by Homeowners and/or any contractors who work on the project. This includes debris generated as a result of interior projects. No debris, including plant material, shall be dumped in the common area. No paint, stains, polluted water (such as that used for cleaning paint brushes, containers, etc.), or other liquids shall be poured into the common area, into swales, or onto streets, alleys, sidewalks, or trails.
5. Common areas that do **not** have turf or beach sand shall not be used for the placement of lawn furniture, sports equipment (seasonal or otherwise) or other fixtures without written Board approval.
6. Lawn furniture or sports equipment (seasonal or otherwise) placed on turf or beach areas must be removed daily.
7. Homeowners planning private gatherings of over 50 people on common areas must give the property management company at least three days' notice.
8. The Board recognizes that:
  - A. The declarations allow Homeowners' access to common areas other than designated trails.
  - B. Homeowners with property backing onto common areas may desire a more direct access to the trail system.
  - C. Trails have been established for this type of access without official consent or guidance.
  - D. This type of access is not necessarily injurious to the native restoration areas.
  - E. Establishment of guidelines for these types of paths will help prevent undesirable consequences.
9. Establishment of these paths is tolerated to the extent that they do not cause undue environmental injury or create an undesirable aesthetic situation. The ARC or the Board may require that the paths be changed or relocated as they deem fit. To minimize the chances of having to reconstruct a path, consulting the ARC prior to installing a path is strongly urged. The following Association Guidelines have been established:
  - A. Paths shall be limited to a single path, three feet wide or less.
  - B. Path surface shall be mowed vegetation and/or contain wood mulch that will decompose if not maintained.
  - C. Paths longer than 10 feet should be curved so as to shorten the Long View of the path surface.
  - D. When feasible, adjoining neighbors are encouraged to construct a common path to minimize the number of paths that need to be created.
  - E. Paths in sloped areas shall be designed to minimize any potential erosion problems.
  - F. Existing water drainage courses shall not be modified without written permission from the Board.
  - G. Path improvements shall not impede the Association's ability to mow the edge of the walking trails.

10. Establishment of any such path does not grant any ownership rights to the party that constructed the path nor does the construction restrict the rights of other Homeowners to use the path up to the residential lot line.
11. The Board may change these Association Guidelines at any time.

## Article 6 - Vehicle Guidelines

### Section 6.00 General

Homeowners and visitors should practice common sense in the use and care of their vehicles. Try to park your vehicle in the garage, try to keep from parking on lawns or in the street, try not to park your vehicles in your driveway in a manner that obstructs the view of your neighbors or the view of other drivers, etc.

Homeowners and visitors should learn and follow all governmental ordinances, regulations and laws. Grayslake ordinances are in the Village Municipal Code Title 10. The local police department enforces these requirements and failure to comply may result in fines. Some examples include:

1. Adhere to the posted speed limits throughout all of Prairie Crossing.
2. Overnight parking on streets within Prairie Crossing must follow Village of Grayslake ordinances.
3. Adhere to all traffic control signs posted by the Village of Grayslake, including stop signs, yield signs, school zone signs, one-way signs, etc.

### Section 6.01 Parking

The Declaration of Covenants Article IX, Section 9.11 provides for the rules and regulations regarding Parking and Vehicle Restrictions.

1. Only operable noncommercial vehicles without unsightly body damage, with current license plates, with a gross weight of less than 6,500 pounds and a size less than 850 cubic feet shall be parked outdoors within the community.
2. Vehicles shall not be parked in the common areas except in areas designated by the Board from time-to-time for guest parking.
3. Specialty vehicles such as boats, trailers, snowmobiles, jet skis, campers, and commercial vehicles or vehicles greater than 6,500 pounds or greater than 850 cubic feet in size may be temporarily parked in a residential lot driveway according to the following conditions:
  - A. The Homeowner, or their visiting guest or relative, owns the vehicle.
  - B. The Homeowner affiliated with the vehicle obtains the prior written or verbal approval of the Board within 48 hours of parking the vehicle.
  - C. The parking duration shall not exceed 20 total days in a given calendar year.
4. Parking prohibitions do not apply to the temporary parking of delivery trucks, emergency, government, or construction vehicles.
5. Parking a motor vehicle on a lawn for a period greater than one hour is not allowed unless approved by the Board on a temporary basis.
6. Vehicles under construction, reconstruction, or repair, or vehicles placed upon jack stands or other support means, shall not be visible on any property or street within the community for more than 24 hours. Failure to comply with this rule may result in towing at the owner's expense.
7. Vehicles visibly parked within the community may not display signage (e.g. For Sale or company logo) unless approved by the Board for a specified duration.

8. If a vehicle remains in violation 24 hours after a notice of violation has been placed on the vehicle and/or delivered to the residence on the property where the vehicle is located, said vehicle may be towed at the owner's expense in accordance with all applicable laws and ordinances, and/or the Board may impose a per-diem fine. If the towing fee or fine remains unpaid by the vehicle owner, the unpaid towing fee or fine shall become a lien upon the residential lot of the residential lot owner affiliated with the vehicle's owner.

## **Section 6.02 Boats**

1. Definition: the term "boats" is intended to include all types of watercrafts, such as canoes, kayaks, paddle boards, etc.
2. No boats powered by any type of engine or motor are allowed on the lakes, ponds, or streams.
3. No boats greater than 18 feet in length are allowed on the lakes, ponds, or streams.
4. Outside storage of boats on any residential lot is not allowed at any time of year.

*Note:* Exceptions to (2) and (3) above are limited to emergency and PCHOA-scheduled lake maintenance only.

5. Keeping a boat at the beach during summer months:
  - A. Boats must be registered with the property management company and labeled with lot numbers prior to being kept at the beach area. Those not registered and labeled will be removed and disposed of.
  - B. Lot numbers of at least three inches in height must be displayed prominently on all boats.
  - C. Boats may be kept at the beach area from April 1st through October 31st.
  - D. Boats must be removed from the beach area by November 1st. Any boats remaining after November 1st will be removed by the Association and held until December 1st. Any boat not retrieved by December 1st will be disposed of. Homeowners in violation of this Rule will be charged a \$100.00 fine in connection with the storage of their boat.
  - E. During the boating season, boats are to be kept neatly in designated areas of the beach.
  - F. Boats should be rendered unusable at the end of the day by locking or removing key components.
  - G. Boats kept at the beach area are the responsibility of the boat owner. The Prairie Crossing Homeowners Association assumes no responsibility for improper usage, injury, theft, or vandalism resulting from the storage or use of these boats.

## **Section 6.03 Recreational Vehicles**

The use of golf carts and recreational vehicles on Village streets is governed by local law and Village ordinance. All streets in Prairie Crossing are public streets.

No golf carts, snowmobiles, jet skis, all-terrain vehicles (ATVs), or other types of motorized recreational vehicles may be operated on residential lots or Common Areas unless approved by the Board for:

- A. Transportation of the physically disabled.
- B. Temporary use of golf carts for specific events.
- C. Grooming of the trails (e.g. prepping for cross country skiing).
- D. Maintenance of the common area(s).

# **Article 7 - Violations and Enforcement Procedures**

As stated in the Declaration of Covenants Article II, Section 2.01: "The Premises are made subject to this Declaration in order to ensure proper use, appropriate development and improvement of the Premises and every part thereof; ... to prevent haphazard and inharmonious improvements; ensure desired high standards of maintenance for

the benefit and convenience of all Residential Lot Owners;... and in general to provide adequately for a first-class residential community."

Pursuant to the By-Laws Article V, the Board of Directors for the Association have the general powers and duties to administer the Premises and the affairs of the Association, including engaging the services of a managing agent to manage and operate the Premises and the Common Area subject to the terms and provisions of the Declaration of Covenants. The Board has the further power, under the Declaration of Covenants Article X, to establish an Architectural Review Committee (ARC) whose function shall be to review every Request for Architectural Approval and to make recommendations to the Board with respect to each such Request. Under the By-laws Article VIII: The ARC shall have and exercise the authority of the Board in the management of the Association to the extent provided for in the Declaration.

Together, the ARC and the Association's property management company, acting as agents for the Board of Directors, are charged with "...preserving the high standards and physical aesthetics of Prairie Crossing as they relate to residential buildings, residential property and residential landscaping" and "to ensure that Homeowners follow the rules to maintain this special community" (see Section 1.00).

In keeping with this responsibility, and at the request of the Board of Directors, the ARC has developed the following procedures for the enforcement of the Association Guidelines and has provided procedures for Homeowner appeals of the enforcement process.

## **Section 7.01 Enforcement Procedures**

1. It is not the intent of the PCHOA to be an issuer or collector of fines. However, it is the intent of the ARC and PCHOA to try to resolve any issues in a reasonable manner prior to their escalation to a level that could possibly injure the community at large.
2. The PCHOA reserves the right to enforce compliance with the Association Guidelines and Governing Documents by specific action, such as the physical removal, repair, maintenance or correction of the violation by hired contractors, per Declaration of Covenants Article VI, Section 6.02.
3. Any and all costs incurred by the PCHOA (including, but not limited to, reasonable attorney, mediation, court, towing, demolition, restoration fees, etc.) in connection with remedying the violation or collecting the fine shall be charged to the Residential Lot Owner. These charges will be in addition to any outstanding assessments and accumulated interest. Such charges may be collected in any of the manners set forth in the Declaration of Covenants Article VII, Section 7.08 Delinquent Assessments, and Section 7.09 Priority of the Lien for Assessment.
4. It is incumbent upon the Homeowner to follow the rules set forth herewith and within the Governing Documents.

## **Section 7.02 Procedure for Notification and Correction of Violations**

1. Alleged violations should be reported to the Association's property management company (see page 5 above or [www.pchoa.com](http://www.pchoa.com) for contact information). Any Director of the Association, designated agent, or Homeowner may report such violations.
2. Violation determinations will be made by the Association's property management company, based on the Governing Documents and these Association Guidelines. When necessary, the property management company may seek input from the ARC and/or PCHOA Board.

***A Note to Homeowners:** At any time during the Notification process, the Homeowner has the right to inform the ARC and/or Board of any hardships or other extenuating circumstances that may affect their compliance with correcting the violation. Each letter the Homeowner receives will spell out the process by which the Homeowner may make a request for consideration of their specific situation.*

3. Upon a first violation, the property management company will send a warning letter to the Homeowner stating the nature of the violation, suggestions for correction (if appropriate) and a reasonable time frame in

which to correct the violation. The Homeowner is responsible for correcting the violation by the deadline and for contacting the property management company when the problem has been resolved. If additional time is needed to correct the violation, or if there are extenuating circumstances, the Homeowner shall contact (by phone, email or letter) the property management company prior to the deadline stated to make the necessary arrangements.

4. If the Homeowner has not complied within the time frame stated, the property management company will issue a second warning letter with a new deadline for compliance and stating possible ramifications for failure to comply, including but not limited to, issuance of daily fines. The Homeowner is responsible for correcting the violation within the time frame given and for contacting the property management company when the problem has been resolved. When necessary, the property management company may seek input from the ARC and/or PCHOA Board.
5. If, after the ARC and/or PCHOA Board has followed the enforcement process set out above, a Homeowner still fails to correct the violation, the Board shall have the option to levy a special assessment (fine) against the Homeowner. At such time, the Homeowner shall be sent a third violation letter stating the intent of the Board to levy such fine and what the dollar amount shall be.

The amount of the fine shall be at the discretion of the Board and based on the severity of the violation but shall not exceed \$50.00 per day. The fine may be a one-time fine or, at the discretion of the Board, charged to the Homeowner on a daily basis until the violation is corrected.

Fines will be payable to the PCHOA by the first (1st) day of each month. If payment is not received by the fifteenth (15th) day of the month, interest at a rate equal to eighteen percent (18%) per annum, as set forth in the Declaration of Covenants Article VII, Section 7.08, shall be applied to the outstanding fine amount.

6. Any and all costs incurred by the PCHOA (including but not limited to reasonable attorney, mediation, court, towing, demolitions, restoration fees, etc.) in connection with remedying the violation or collecting the fine shall be charged to the Homeowner. These charges will be in addition to any outstanding assessments and accumulated interest. Such charges may be collected in any of the manners set forth in the Declaration of Covenants Article VII.
7. Notwithstanding the prior provisions of this Section 7, should the property management company, ARC or Board determine that any violation constitutes a health or safety issue, is a nuisance to other Homeowners, or threatens the environmental integrity of the common areas, then the Board may take immediate action pursuant to the Declaration of Covenants Article XII, Section 12.01.

## **Section 7.03 Homeowner Appeal Process**

1. If, upon receiving a violation letter, the Homeowner wishes to appeal any portion of the letter, such as the accuracy of the violation cited, or the time frame allowed in which to correct the violation, the Homeowner should contact the property management company prior to the deadline stated to arrive at a mutually acceptable solution. Contact information is provided in each letter.
2. If, after the Homeowner receives the first letter, the Homeowner and the property management company cannot resolve the situation, the Homeowner may appeal to the ARC. Appeals shall be conducted in executive sessions, i.e., no other Homeowners shall be present, and the *proceedings* will not be recorded in the posted minutes of the ARC meeting. The results of the meeting, however, will be reported to the Board and the property management company on a confidential basis. Such executive sessions shall be held at the earliest possible time convenient for all parties and shall not necessarily be postponed until the next regularly scheduled ARC meeting.
3. If, after meeting with the ARC, no agreement is reached, the Homeowner may appeal to the PCHOA Board of Directors. Appeals shall be conducted in executive sessions, i.e., only Board members and the Homeowner shall be present. The *proceedings* will not be recorded in the posted minutes of the Board meeting. The *results*, however, will be recorded in the minutes, and a determination letter will be sent by the property management company to the Homeowner and the ARC on behalf of the Board. Such executive sessions shall be held at the earliest possible time convenient for all parties and shall not necessarily be

postponed until the next regularly scheduled Board meeting. The decision of the Board will be final and binding.

## **Article 8 - Fitness Center Rules**

### **Section 8.00 Introduction**

The Prairie Crossing Fitness Center (PCFC), located at 960 Harris Street, Suite 1B, is an amenity of the Prairie Crossing community.. All equipment within the PCFC is owned and maintained by the PCHOA. The costs of operating and maintaining the PCFC are included in the annual budget that determines the amount of the assessment each homeowner pays.

### **Section 8.01 Rules and Guidelines**

1. Use of Fitness Center Facilities is at Your Own Risk
2. Use of the fitness center, including the use of the cardiovascular and exercise equipment and facilities, shall be undertaken by the members, residents and guests at their own risk. The PCHOA, Board of Directors or agents, shall not be liable for any injuries or damages to any resident or member or property.

#### **Members:**

3. Members include Prairie Crossing residents over the age of 16 in good standing with the PCHOA and persons specifically granted membership by the PCHOA, subject to the age restrictions listed below.
4. Every person over the age of 16 living in the Prairie Crossing community has unrestricted membership privileges in the PCFC.
5. Persons between the age of 12 and 16 may use the fitness equipment if accompanied by and under the direct supervision of a parent or legal guardian who is also a Prairie Crossing resident.
6. Persons under the age of 12 may not use any of the fitness equipment and shall not interfere with persons using the equipment.
7. Appropriate attire is required, and shirts must be worn at all times.

#### **Guests:**

8. Adult Prairie Crossing residents may bring guests to the Center, but not more than two at a time, and shall recognize that residents have priority in the use of the facilities.
9. A resident may bring a personal trainer into the FC without prior Board approval and that trainer may work with up to two residents at a time. Trainers working in the FC with groups larger than two will need to have that group secure prior approval of the Board and comply with requests for any certificates of liability insurance that the Board deems appropriate. The Board will aim to assure that the group size does not unreasonably restrict the access of other residents to the FC facilities and equipment.
10. Residents bringing guests to the PCFC shall inform guests that none of the PCHOA's insurance coverage includes guests.

#### **Safety:**

11. Use of the facility is solely at the risk of the member/user. Every member/user is expected to take time to read, understand, and follow the safety guidelines for all equipment.
12. Members are requested to exercise with utmost care when using the equipment. The free weights, the weight machines, and the treadmills in particular can easily cause injuries if misused.
13. Only one person at a time may use any piece of equipment.
14. There shall be no consumption of alcohol inside the PCFC.
15. There shall be no smoking or vaping inside the PCFC.

#### **Cleanliness and Care of Facilities:**

16. Members must wear clean indoor-only shoes once inside the PCFC. A changing bench and shoe storage rack are available for your convenience. When the weather is wet or snowy, or if your shoes are dirty or muddy, please wipe your feet thoroughly before and upon entering the facility.
17. Please wipe down the machines after using them. Rags and spray sanitizer are provided for your convenience.
18. Please return free weights to the weight rack after use. No free weights shall be removed from the facility. Remove weights from all barbells when finished.
19. Report any broken equipment to the management company and/or Prairie Crossing Fitness Center Committee (PCFCC), [fitness@pchoa.com](mailto:fitness@pchoa.com).
20. Report any facilities maintenance issues to the management company.

**Music:**

21. Use of personal headphones is preferred and encouraged.

**Lights and Heat:**

22. Please turn off the lights when you are the last one to leave.

**Security and Access:**

23. Do not prop the door open.
24. The access keys for the PCFC entry are the responsibility of PCFC members and are not transferable. Members voluntarily terminating their membership for any reason (moving, etc.) must return their keys to the PCFCC or the management company. Loss or theft of access keys should be reported to the PCFCC or the management company immediately.
25. Issuance of access keys is subject to an initial charge as determined by the PCHOA Board of Directors and the signing of the PCHOA Waiver of Claims for Fitness Center. Cost of key replacement due to loss or theft is the responsibility of members.
26. Report any suspicious behavior or gross violations of the rules to the PCFCC at [fitness@pchoa.com](mailto:fitness@pchoa.com), the PCHOA Board at [Board@pchoa.com](mailto:Board@pchoa.com), and/or the management company.
27. Failure to abide by the above rules is subject to action by the PCHOA Board of Directors including but not limited to loss of membership and access to the PCFC. The PCHOA Board of Directors may amend the rules without prior notice in the best interests of the homeowners.

## **Article 9 - Tennis Court Rules of Use**

1. Tennis Court rules are posted at the tennis courts and may be changed from time to time by the PCHOA.
2. Tennis courts are for the exclusive use of homeowners and their guests.
3. Only smooth soled tennis shoes allowed. No black-soled shoes.
4. No food or liquids except water in plastic containers.
5. No bicycles, skateboards, roller blades, strollers or lawn chairs.
6. Courts are on a first-come, first-served basis; no reservations allowed.
7. Limit play to 1 hour while others are waiting.
8. Sitting or leaning on nets and net straps is strictly prohibited.
9. Lock gate(s) after playing if you are the last one to leave.
10. Children under 10 years of age must be accompanied by an adult.
11. Place all debris, including tennis ball cans, in trash receptacle provided.
12. Violation of these rules will result in loss of use at the discretion of the Prairie Crossing Homeowners Association Board.

13. To report a problem, call the management company.

## Article 10 - Fishing Regulations

Residents often have questions about fishing in Lake Leopold. There are rules, all of which are intended to keep the Lake and the fish populations healthy. Here they are:

1. Fishing is only open to residents of Prairie Crossing and invited guests. Unless otherwise specified, all fishing on Lake Leopold and any other pond within Prairie Crossing is catch and release only.
2. The exception to this is panfish (bluegills and green sunfish) smaller than 5 inches and, currently, largemouth bass between 8-12 inches. These should not be released. This is to help better manage the over-population of panfish in Lake Leopold, and a bottleneck in the population of largemouth bass. Panfish should be left on shore (where the muskrats and raccoons will eat them). If you leave your panfish on shore, please leave them to one side and out of sight if possible.
3. There will be no fishing from the beach at any time of year, nor will there be any fishing within 100 feet of the beach shoreline.

### FEEDING FISH

4. Under no circumstances should anyone ever feed any of the fish in any of the waters within Prairie Crossing. This is damaging to the fish's digestive system, unhealthy for the Lake and ponds, and creates an eyesore. More information is available at the Illinois Department of Natural Resources Fishing website ([www.dnr.illinois.gov](http://www.dnr.illinois.gov)).

### LICENSES REQUIRED!

5. Fishing licenses are required. All anglers aged 16 or over must have a valid State of Illinois fishing license and must follow the fishing guidelines set forth by the Illinois DNR. Those under 16 years of age may fish without a DNR license.

## Article 11 - Beach Regulations

### Section 11.00 Introduction

The Prairie Crossing Homeowners Association (PCHOA or the Association) owns Lake Aldo Leopold and its beach. **The Lake and beach are use/swim at your own risk facilities.** These amenities are solely for the benefit and use of PCHOA Homeowners and their guests. The following Plan is intended to provide guidelines for the use of this amenity and to make users aware that in all seasons of the year there are risks associated with the use of either the Lake or the beach.

The beach is a bathing beach facility and is subject to the applicable laws and regulations of the State of Illinois and the County of Lake. The Association will comply with these laws and regulations.

The beach and the Lake are also subject to the restrictions imposed by the Declaration of Covenants for Prairie Crossing, and the PCHOA Guidelines adopted by the PCHOA Board. The relevant portions of these documents are incorporated by reference into this Plan. Where there is a conflict between this Plan and the Covenants or the Guidelines, the Covenants and Guidelines shall govern.

**The Association does not employ a lifeguard(s); swimming is at your own risk.** From time to time PCHOA may engage a beach attendant to monitor the rule that the beach and Lake are solely for the use of homeowners and their guests.

Lake water is not suitable for drinking – avoid drinking the Lake water.

During the swimming season (generally from mid-May to late September), the swimming area will be marked by floating lines and buoys. A floating platform may be provided in deeper water outside of the swimming area.

Homeowners and their guests should refrain from using any watercraft or boats stored at the beach unless they are the owner of said watercraft. No boats or watercraft should be assumed to be community property or for general use.

An emergency telephone is located at the beach and its location noted with a sign (east end of the beach). The phone will connect the user only to the 911 operator.

Homeowners should promptly report any maintenance issues related to the beach and/or the Lake to the management company.

## **Section 11.01 Rules and Regulations**

1. The Beach and the Lake are only for the use of homeowners and their guests.
2. Outside groups are not permitted unless they are sponsored by a homeowner and the PCHOA Board has approved the use.
3. Persons under the age of 16 must be accompanied and supervised by a parent, guardian, or other responsible person who is at least 16 years of age.
4. The Beach and/or swimming hours are from sunrise to sunset unless the Board approves a special use permit.

### **Swimming**

5. Swimming alone is strongly discouraged as it represents a greater risk to the swimmer.
6. Diving head-first from the swimming platform is not permitted.
7. Swimming is prohibited when lightning is present, including the 15-minute period immediately after the lightning is last observed.

### **Safety**

8. Consumption of alcohol in the water is not permitted. Persons possessing or using alcohol shall be of legal age (21 and older).
9. There will be no fishing from the beach at any time of year, nor will there be any fishing within 100 feet of the beach shoreline.
10. Glass or sharp metal objects are not permitted in the water or beach areas.
11. Pets are not permitted at the beach area.
12. No running or roughhousing either on the beach or the swimming platform.
13. Fires or portable cookers are not permitted without Board approval.
14. Throwing rocks or sand is not permitted.

### **Neighborly Consideration**

15. Be respectful of the adjacent neighboring homes.
16. Loud portable music devices, yelling, or other loud noise are not permitted.
17. At the end of a visit, deposit all refuse in the provided containers and make sure to remove all personal belongings.
18. Adherence to the rules of the Illinois Department of Public Health applicable to a bathing beach facility and as posted at the beach is required.

### **Boating**

19. The Lake is a "no power lake". (see Section 6.02 for information regarding use of the Lake for boating and boat storage on the beach during the summer).

20. Boat registration may be required with the State, and boaters must comply with the safety rules promulgated by the Illinois Department of Natural Resources, including but not limited to having one Coast Guard approved personal floatation for each person in the boat.
21. See The Handbook of Illinois Boating Laws and Responsibilities (<https://dnr.illinois.gov/content/dam/soi/en/web/dnr/boating/documents/boatdigest.pdf>) for more information. If you are fishing on or around the Lake, an Illinois fishing license may be required. Consumption of alcohol while boating is not permitted.

### Winter Conditions and Ice Activities

22. Use of the Lake when it is ice covered is considered dangerous because ice safety cannot be absolutely confirmed due to variations in thickness and rapidly changing environmental situations. The suitability of the ice conditions for safe recreational activity will be left solely to the judgment of the individual. Parents are strongly encouraged to instruct their children to seek parental consent before venturing onto the ice. Parents are also advised to supervise the children when ice-skating.

**Safety is dependent upon the ice thickness at all points, the concentration of weight load, and the nature of static versus dynamic loading. Ice safety can never be absolutely verified by taking a limited number of measurements due to the multiplicity of variations from numerous natural and physical factors.**

23. As a convenience to residents, the Board may authorize, but shall not be required to do so, a volunteer Ice Condition Committee to fly a flag on the flagpole situated near the northeast corner end of the Lake that will signal ice conditions.

The flag will be either red or yellow and will signify the following:

**Red (danger potential):** Measurements at various locations **have not yet been taken** which indicate ice thickness greater than 4 inches.

**Yellow (use caution and make your own evaluation):** The thickness of the ice during the last measurement of a few selected points was 4 inches or greater.

24. The flag signals **will not** signify the following:
  - i. The suitability of the ice conditions for safe ice-skating.
  - ii. The thickness of the ice in all locations.
  - iii. The recent change in ice thickness.
  - iv. The time of the last measurement.
25. Parents and children must be familiar with the safety information necessary to reduce the risk of injury from drowning and hypothermia. Information about ice safety, rescue procedures, and safe thickness requirements may be obtained from the [City of Edmonton, Alberta website](#). PCHOA has not independently verified the accuracy of the information provided and encourages residents to research their own information sources.

Your cooperation with these basic rules for the Lake and Beach will ensure a pleasant, sustainable, and safe experience for all Prairie Crossing residents and their invited guests.

## Article 12 – Playground Regulations

The Prairie Crossing Homeowners Association (PCHOA or the Association) playgrounds are only for the use of homeowners and their guests. Use of the playground and its equipment is entirely voluntary and at the sole risk of the user. The Association makes no representations or warranties regarding the safety or condition of the playground or its equipment and shall not be liable for any claims, demands, or causes of action arising out of such use.

1. Do not attach anything to a piece of play equipment.
2. Glass or sharp metal objects are not permitted in the playground surrounds.

3. Items should not be placed within playground surrounds, this includes benches and additional play equipment.
  - a. Items left at a playground may be moved, or removed, from the playground area and disposed of without prior notice.
4. Do not play on equipment that appears to be damaged, broken or unsafe.

Please review the United States Consumer Product Safety Commission guidelines (<https://www.cpsc.gov/s3fs-public/325.pdf>) for more information about playground safety and regulations.

Homeowners should promptly report any maintenance issues or safety concerns related to the playgrounds to [board@pchoa.com](mailto:board@pchoa.com) and the current management company.

The PCHOA Board