

SCHEDULE 3

DESIGN GUIDELINES OF THE KINLOCH GOLF RESORT OWNERS' ASSOCIATION INCORPORATED

KINLOCH GOLF RESORT OWNERS' ASSOCIATION INCORPORATED

ARCHITECTURAL REVIEW PANEL
Design Guidelines

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ARCHITECTURAL REVIEW PANEL

The Architectural Review Panel (ARP) administers and enforces the architectural restrictions and covenants for construction of all improvements at the property of Kinloch Golf Resort Limited ("Land"). While encouraging creativity of architectural and landscape architectural design, the ARP shall ensure that all residences reflect the overall design objectives within an evolving community and that the unique natural setting at Kinloch Golf Resort is preserved and enhanced.

The Architectural Review Panel is established in accordance with the Constitution of the Kinloch Golf Resort Owners' Association Incorporated. Kinloch Golf Resort Owners Association Incorporated ("the Association") has the power to establish the ARP and to delegate to the ARP the following powers:

- To adopt, administer and enforce uniform architectural and landscaping standards which conform to the architectural, landscaping and other restrictions in the Guidelines. These standards are to be adopted with the goal of maintaining the beauty of the natural environment of the area; and
- to adopt, administer and appoint review committees with the goal of fairly and impartially enforcing architectural and landscaping standards.

The ARP shall have the right to refuse to approve any plans and specifications or contouring, which are not suitable or desirable for aesthetic or any other reasons, of the proposed building or other structure to be built on the site upon which it is proposed to be erected. The ARP shall have the right to take into consideration the suitability and the materials considering the harmony with the surroundings, and the effect of the building or other structures as planned on the outlook from the adjacent or neighbouring property.

The ARP shall in all cases have the right to enforce the setback lines necessary to conform to any consents required for or issued in respect of any subdivision or development of the land and the lots arising from such development and the ARP's judgement and determination shall be final and binding.

Any lot owner who will also be a member of the Association ("Member") whose application has been denied by the ARP may appeal such decisions to the Association under such procedures as the Association may determine, and the decision of the Association as to any such matter shall be final.

Plans and specifications submitted to the ARP are not reviewed for structural and engineering sufficiency, and by approving plans and specifications and the ARP does not assume liability or responsibility for any defect in any structure from approved plans and specifications.

Throughout the entire approval and construction process, the Member is ultimately responsible for all materials, submissions, representations, activities, employees, and subcontractors associated with the construction process.

The Association acknowledges that changes will be made from time to time to these Guidelines, and to the extent certain features on existing houses may not be preferred features at some future date, that changes to these Guidelines are not intended to require a member to change or update certain existing features.

WHO MUST SUBMIT?

All Members planning to build new homes, construct additions, add landscaping, fences, pools, screen enclosures, or other improvements shall submit plans to the ARP for approval prior to commencing construction. Improvements are defined as any building or portion thereof, fence, driveway, foundation, footpath, equipment, wall, hedge, or other structure or landscape fixture, including any external alteration to existing structures, located within the property.

WHO SHOULD COME?

Members and their architects are all strongly encouraged to attend the meetings of the ARP when their submission is being reviewed. A minimum of one representative needs to be present at the meeting or the relevant application will be deferred until appropriate arrangements are made by the applicant.

MEETING SCHEDULE

The ARP meetings are scheduled for the second and fourth weeks during each month. The exact day of the week may vary from time to time. The ARP Manager can be contacted for specific meeting dates and times.

Any Member may attend meetings of the ARP.

PANEL STRUCTURE

- **Structure**

The structure of the ARP shall be as set out in the Constitution of the Association.

- **Review Panel Committees**

Review Panel Committees may be appointed by the ARP. The ARP may delegate any or all of its authority to said committee(s) and shall have the right to overturn any decision of any Review Panel committee.

FEES

Reasonable fees will be charged and must be paid upon submittal of an application for consideration by the ARP.

Fees are valid as at April 2004 (but may be subject to change). The ARP will review and set fees annually.

Fee Schedule

• New Home Submittal.....	\$750.00
• Major Renovations/Remodel (Building Permit required)	\$350.00
• Minor Renovations/Remodel (No Building Permit required)	\$150.00
• Landscape Additions.....	\$150.00
• Bond	\$5,000.00

APPROVAL PROCESS

APPROVAL PROCESS

- A. No building, fence, wall, hedge, or other structure or landscape improvement shall be commenced, erected, replaced, removed or maintained (including repainting with a different colour), upon any lot, nor shall any exterior addition, change, or alteration be made until the plans and specifications showing the nature, colour, kind, shape, height, materials, and location of the same are submitted to and approved in writing by the ARP.

B. SUBMISSION REQUIREMENTS

1. Preliminary Building Review

Site Plan (with site drainage plans indicated)
Topography and Boundary Survey (including topography of lot, topography of adjoining properties for a distance of 5m from all property lines, finish floor outlines and elevations of adjoining structures)
Tree Survey (with spot elevations at base of trees to be saved)
Elevations (all four sides)
Floor Plan
Roof Plan
Foundation Plan
Application Fee

2. Final Building Review

Revised Construction Documents (all plans and elevations)
Drainage Plan
Irrigation Plan
Preliminary Landscape Plan
Material/Colour Selections
- house colours
- pavers
- roof tile
- light fixtures
- other hardscape features

3. Final Landscape Review

Landscape Plan
Plant List
Revised Drainage Plan (if necessary)
Revised Irrigation Plan (if necessary)
Accent Lighting Plan

4. Two (2) copies of all plans and checklists are required. Samples of these checklists are located in the Appendix. Contact the Association manager for forms.

C. MEETING SCHEDULE AND SUBMITTALS

1. The ARP meetings are currently scheduled for the second and fourth weeks during the month. The exact day of the week may vary from time to time. The ARP manager can be contacted for specific meeting dates and times.
2. Submittals must be received one week prior to the meeting date.
3. Submittals, if determined to be incomplete, will be returned.
4. The ARP encourages Members together with their builder and architect to meet with the ARP to review preliminary plans prior to final submission.

D. GENERAL NOTES REGARDING PLANS

1. Plans are preferred on A1 or A2 sheets drawn at a scale of 1:100 or larger.
2. Plans shall show lot number, owner name, builder and date, north arrow, scale, date and the name of the company who prepared them.
3. Building and structure plans shall be signed and sealed by a registered Architect and landscape/hardscape plans by a registered Landscape Architect. Note: Signed and sealed documents submitted to the ARP serve as certification to the ARP that the documents submitted have been designed and documented under the supervision of the registered professionals affixing his or her seal to the documents pursuant to the rules and regulations outlined by the ARP.
4. Statement shall be provided stating that all documents are in compliance with the Association Rules.
5. Two (2) signed and sealed copies of all plans and accompanying checklists are required.

E. SITE PLANS

1. Site Plans shall show all setbacks.
2. Driveways, walks, decks, service courts, screening walls and fences and associated "hardscape" shall be shown on the Site Plan.
3. Site Plans shall show the adjacent road elevation (at centreline), finish floor elevation(s) and spot elevations at the four corners of the lot.
4. Site Plans shall show all proposed structures, fences, pools, electric meter, A/C and equipment locations.
5. Site Plans shall show all existing utilities, easements, equipment or structures located on the site.
6. Site Plans shall show a proposed post light location in the front yard.
7. Site Plans shall show all elements which may be readily visible from the outside of the home.
8. Site Plans shall show the service entry of all utilities and other services to the lot.
9. Site Plans shall show the location and identification of special features, (eg. easements, adjacent structures, golf course fairways, cart paths etc.)
10. Site plans shall show the adjacent lots on each side of the proposed lot with the surveyed outlines and spot elevations of existing homes, structures, pools, enclosures, cabanas, etc. Spot elevations along the common property lines shall be included as well.

11. Site plan shall show a proposed temporary parking and screening plan for vehicles of those working on the project or making delivery to the project, rubbish bin location, and Toilet location.
12. Tabular data identifying total building meterage (broken down with covered decks and patios, garage, etc.), maximum height of structure (not counting chimneys, etc.)

F. ARCHITECTURAL DRAWINGS

1. Architectural drawings shall be prepared and signed by a registered Architect (see I.E.3) from the approved architect's listing supplied by the Association and shall include:
 - a. Foundation Plan
 - b. Floor Plans: at 1 : 100 scale, indicating thereon the total heated/air conditioned square meterage (stated by floor in case of multifloored residences) and the total gross square meterage under roof.
 - c. Elevation Drawings: All sides. Indicate existing grade and proposed fill and grade. Elevations to show electrical meter location, HVAC equipment, pool equipment, etc. and the proposed screening of same.
 - d. Detailed Drawings of:
 - i) Typical wall section.
 - ii) Patio wall section.
 - iii) Other features desirable for clarification, such as exterior walls, decks, screens, and pools, etc.
 - e. Certification by the Architect: That the plans conform to all setbacks, covenants and restrictions.

G. LANDSCAPE PLANS

1. Landscape Plans must be prepared and signed by a registered Landscape Architect.
2. Landscape Plans shall be drawn to scale, indicating number, size and species of plants to be installed and the locations of each.
3. To ensure consistent quality for all:
 - a. Landscape Plans shall show all proposed structures, fences, A/C and pool equipment locations, as well as any other pertinent site features including site and landscape lighting, sculpture, mailboxes, etc.
 - b. Landscape Plans shall show all existing utilities, easements or other equipment located on the site.
 - c. Landscape Plans shall show all existing trees to be preserved or transplanted.
 - d. Corner lots shall not have landscaping which may cause safety problems by obscuring views of oncoming traffic.
 - e. All valves, transformers or other utility equipment in the site must be indicated on the plan.
 - f. Existing landscape features of adjacent lots will be illustrated.

H. IRRIGATION PLANS

1. Irrigation must be prepared and signed by a Landscape Architect or prepared and signed by a irrigation Contractor.
2. Irrigation plans will show timer location and the different sprinkler zones, and sprinkler head type.

I. DRAINAGE PLANS

1. A plan view of the lot and structure will indicate the following minimum requirements:
 - a. Survey level of lot corners.
 - b. Survey levels of road fronting the property (centreline and edge).
 - c. House finish floor level(s). (Note: Include finish floor outlines and level of adjoining structures).
 - d. Spot elevations around the lot sufficient to indicate flow of surface water.
 - e. Overland drainage floor patterns and swale locations.
 - f. Any subsurface drainage systems.
 - g. Roof gutter downpipe locations and flow patterns.
 - h. Soakhole locations.

DESIGN GUIDELINES

KINLOCH GOLF RESORT

ARCHITECTURAL DESIGN GUIDELINES
GOLF COURSE RESIDENTIAL LOTS

PRELIMINARY DRAFT REVISION B 21/05/04



PRINCIPLES

- The primary landscape experience at Kinloch is an open grassland of intriguing contours and expansive views – the links is pre-eminent
- The creation of a unique environment of contemporary architecture attuned to unpretentious relaxed living
- Buildings to relate to the setting – a rural / links landscape
- Minimum separation between the building and the immediate landscape i.e. siting to be naturalistic
- Aesthetic controls aimed at achieving coherence between buildings and the landscape and each other
- All sites to have views and appropriate exposure/shelter in relation to sun, wind, views etc

SITING

Aims:

- To allow site lines from neighbouring properties to provide and protect visual access to the course and significant landscapes
- To control the impact of buildings as viewed from the course and maintain the links environment
- To promote the sense of buildings nestling in the natural landscape

Controls:

1. Footprint. The maximum site coverage (footprint) of buildings will be 320 SQ. M.
2. Height. Sites fall into 1 and 2 storey categories of height control (see table 1). Maximum height for single storey buildings is 4.5M and for two storey 7.5 m.
3. Set Backs and Yards. Buildings will be sited within the setbacks set out in Table 1.
4. Topography. Each site has been contoured according to the footprint and to achieve the control aims. Earthworks will only be permitted with the consent of the ARP. Filling is not permitted. Note: Buildings "dug into the landscape" are encouraged will generally be given favourable consideration if they meet other criteria.
5. Fencing. ➤ Continuous fencing and other division between properties is discouraged and is only permissible with the approval of the ARP. Fencing on the boundary with the golf course is prohibited.

FORMS AND MASS

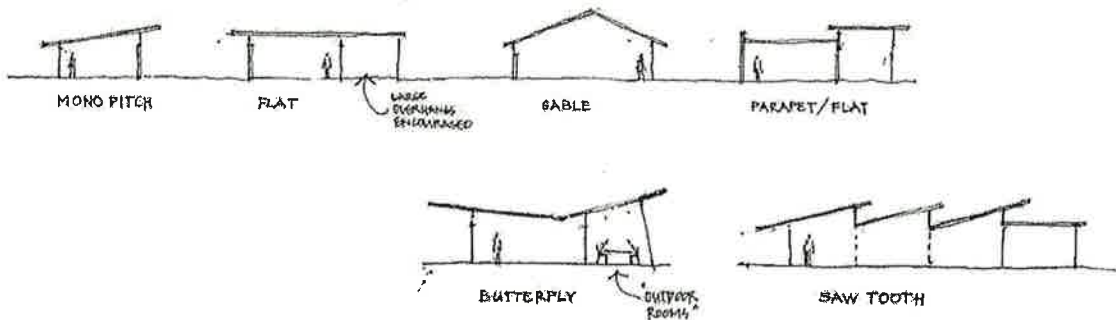
Aims:

- To promote a unique sense of architectural coherence through the whole group of buildings
- To allow sight lines from neighbouring properties to provide and protect visual access to the course and significant landscapes
- To control the impact of buildings as viewed from the course and maintain the links environment
- To promote the sense of buildings nestling in the natural landscape
- To reduce the apparent mass and scale of individual buildings and groups of buildings appropriately to the rural setting

Controls:

1. Roof forms.

Roofs shall be 10° or less. Flat, monopitch, gable, and butterfly forms are generally permitted. Large overhangs providing for sheltered outdoor living spaces are encouraged. Hip roofs and "dormer" windows are not permitted. Some designated sites have further restrictions.

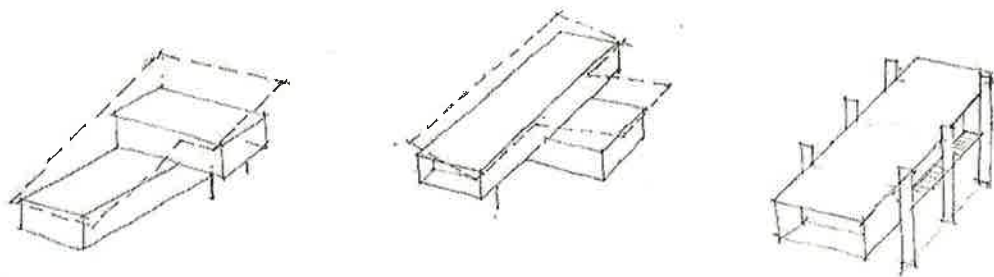


2. Plan forms.

Differentiated forms are encouraged with elements separated by open spaces, indentations, and or panels of glazing.

3. Vertical differentiation.

In cases where two storey construction is allowed upper and lower levels should be of different floor area and/or orientation. Note: Upper floors may be larger or smaller than lower floors.



4. Massing.

Variation in form and/or materials (within the materials guidelines) is encouraged to reduce the scale of buildings e.g. wall panels separated by areas glazing or different materials/colour (see also colour controls).

5. Walls/Fences/Screens.

These will be necessary for shelter and privacy. They should read as extensions of the building, and be rendered in like materials with the provisions of 4 above applying. Refer Siting Controls 5.

STYLE

One of the main aims of the Kinloch Golf Resort is to promote a sense of unique architectural coherence and identity through the whole group of buildings. Architectural expression that reflects the uniqueness of the landscape and the place will be encouraged. Replication of historical or regional architectural styles (e.g. "Tudor", "Colonial", "Balinese" etc) is strongly discouraged. Designers are encouraged to contribute to the development of a recognisable architectural context.

MATERIALS

Aims:

- To promote a sense of unique architectural coherence through the whole group of buildings
- To control the impact of buildings as viewed from the course and maintain the links environment
- To promote the sense of buildings nestling in the natural landscape
- To reduce the apparent mass and scale of individual buildings and groups of buildings appropriately to the rural setting
- To use a pallet of materials that evoke a sense of quality, durability, and permanence

Controls:

Roofs:

1. Areas of glazing are not limited.
2. Permitted materials are:
 - Profiled roll-formed or folded metal is permitted subject to colour and reflectivity controls. Materials include coloursteel, zinc, and copper.
 - Membranes
 - Turf
 - Bitumen shingles.

Walls:

1. Areas of glazing are not limited.
 - Permitted materials are:
 - Masonry:
 - Local stone.
 - Concrete; instu and/or precast.
 - Blockwork and bricks subject to the approval of the ARP as to finish and colour and extent.
 - Rammed earth.
 - Weatherboards:
 - either profiled timber or "Linea". Natural finish or painted subject to colour controls.
 - Plywood:
 - Natural finish or stained subject to colour controls.

Window and Door Joinery

1. Timber, aluminium, and steel joinery may be used
2. Ornate fenestration is discouraged
3. Multiple glazing bars with numerous small panes of glass are discouraged
4. "Applied" glazing bars in aluminium joinery are prohibited

5. Arched windows are not permitted.

Garage Doors

1. Glazing, Timber and Plywood may be used. The treatment of the garage door/s should be appropriate to the materials used on the house.

Skylights

1. Glass "joinery type" only permitted.

Floors

1. It is expected that concrete slab on grade will be the preferred option for ground floors.
2. If buildings have floors raised above grade the treatment of the sub floor area must be approved by the ARP.
3. Raised floor levels with exposed soffits must have the treatment described for approval by the ARP.

COLOURS

Aims:

- To promote a sense of architectural coherence through the whole group of buildings
- To control the impact of buildings as viewed from the course and maintain the links environment
- To promote the sense of buildings nestling in the natural landscape
- To limit the apparent mass and scale of individual buildings and groups of buildings appropriately to the rural setting

Roofs:

1. Highly reflective finishes are not permitted. Approved colours are appended.
2. "Natural weathered" colours are preferred.
3. The naturally weathered colours of zinc and copper are permitted.
4. Aluminium louvres in grey tones (including silver anodised) are permitted.

Walls:

1. The natural weathered colours of materials are encouraged.
2. Limited areas of bright colours are permitted on some elevations. No bright colours are permitted on elevations facing the golf course.
3. NZ traditional colours such as white and farm red are permitted subject to the approval of the ARP.
4. Transparent stains for timber are permitted.
5. Aluminium louvers in grey tones (including silver anodised) are permitted. Other colours may be permitted as per No. 2 above.

Window and Door Joinery

1. Bright colours are not permitted
2. "Transparent" stains for timber are encouraged.
3. NZ traditional colours such as white and farm red are permitted subject to the approval of the ARP.

FACILITIES AND SERVICES

Aims:

- To support the sense of buildings nestling in the natural landscape
- To promote a sense of architectural coherence through the whole group of buildings
- To limit the apparent mass and scale of individual buildings and groups of buildings appropriately to the rural setting
- To control the visual and auditory impact of building services
- To promote a atmosphere of "good neighbourliness"

Service Courts

1. Each house must have an enclosure to conceal rubbish bins, plant and equipment, electrical metres, clotheslines (clothes lines must be concealed from public view), etc

Pools

1. Location of swimming pools should be to avoid large areas of fencing, refer to Siting Controls 5. Pools must comply with the Building Act. All pool locations and sizes to be approved by the ARP.
2. Plant rooms to be approved by the ARP.
3. Fencing must comply with the Pool Fencing Act.

Services

1. All sanitary pipe work must be concealed. Only down pipes may be visible on exterior elevations.
2. Any gas bottles must be concealed.
3. All wiring is underground.
4. Security systems must be of approved type and have minimum exposed components on exterior walls.
5. Exterior Lighting. Brightness, orientation, and duration must be controlled to support the aims of the guidelines avoid creating any nuisance to neighbours.

Hard Landscaping

1. Driveways. These will be formed in exposed aggregate concrete of approved colour and finish.

LANDSCAPE GUIDELINES

PRINCIPLES

- The primary landscape experience at Kinloch is open grassland of intriguing contours and expansive views – the links is the landscape generator and ethos.
- Contouring, planting, roading, and all landscaping should enhance and reinforce this experience

BUILDING SITES

Aims:

- To allow site lines from neighbouring properties to provide and protect visual access to the course and significant landscapes
- To control the impact of buildings as viewed from the course and maintain the links environment
- To promote the sense of buildings nestling in the natural landscape

Controls:

1. A building site has been designated on each site to achieve the aims
2. Contours have been adjusted to create and enhance the designated sites. Altering of these contours is not permitted without the consent of the ARP.

PLANTING

Aims:

- To allow site lines from neighbouring properties to provide and protect visual access to the course and significant landscapes
- To promote the sense of buildings nestling in the natural landscape
- To maximize the open/rural/pastoral/links aspect of the landscape

Controls:

Zoning. Sites will fall within defined zones within which the type of plants permitted will be specified. A plan that identifies the planting zones is under development

IRRIGATION

MAINTENANCE

FIRE RISK MANAGEMENT

STORMWATER

ROADING AND PAVING

SIGNAGE & LETTERBOXES Both of these architectural elements and should therefore support the architectural aims of the development. Designs must be assessed and approved by the ARP.

LIGHTING

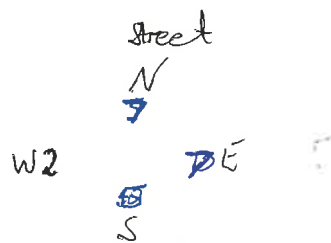
SECURITY

KINLOCH GOLF RESORT – GOLF COURSE LOTS						
TABLE 1 – SET BACKS AND HEIGHT CONTROLS						05/08/04
LOT No.	Set Back (metres)				Storeys	Max. Height (metres)
	N	S	E	W		
1	10	2	5 (street)	2	2	7.5
2	5	5	2 (street)	2	2	7.5
3	5	5 (street)	5	10	1	4.5
4	5	5 (street)	10	5	1	4.5
5	5	5 (street)	10	2	1	4.5
6	5	5 (street)	2	10	1	4.5
7	5	5 (street)	5	10	1	4.5
8	10 (street)	10	5 (street)	5	1	4.5
9	10 (street)	5	10	2	1	4.5
10	10 (street)	5	10	2	1	4.5
11	10 (street)	5	10	5	1	4.5
12	5	10 (street)	2	10	2	4.5
13	5	10 (street)	2	10	1	4.5
14	5	5 (street)	5 (street)	10	1	4.5
15	10 (street)	12	5 (street)	5	1	4.5
16	5 (street)	2	10	2	1	4.5
17	5 (street)	2	10	5	1	4.5
18	5 (street)	2	10	5	2	7.5
19	5	5	2	5 (street)	2	7.5
20	5	5	2	10 (street)	2	7.5
21	2	10 (street)	5	10 (street)	1	4.5
LOT No.	Set Back (metres)				Storeys	Max. Height (metres)
	N	S	E	W		
22	5	5 (street)	2	10	2	7.5
23	5	5 (street)	5	10	2	7.5

24	5	5 (street)	10	5	2	7.5
25	5	5 (street)	10	2	2	7.5
26	5	5 (street)	10	2	2	7.5
27	5	5 (street)	10	2	2	7.5
28	5	5 (street)	5	2	2	7.5
29	15 (Site Boundary)	2	10	2	1	7.5
30	10 (street)	3	10	2	1	7.5
31	5 (street)	10	10	2	1	4.5
32	5 (street)	10	10	5	1	4.5
33	5 (street)	10	10	2	1	4.5
34	5 (street)	10	10	5	1	4.5
35	5 (street)	10	10	5	1	4.5
36	5 (street)	10	10	5	1	4.5
37	5 (street)	10	2	10	1	4.5
38	5 (street)	10	2	10	1	4.5
39	5 (street)	10	2	10	1	4.5
40	5 (street)	10	5	10	1	4.5
41	5 (street)	10	10	5	1	4.5
42	10	2	10	5 (street)	1	4.5
43	10	5	10	5 (street)	1	4.5
LOT No.	Set Back (metres)				Storeys	Max. Height (metres)
	N	S	E	W		
44	5	10	10	5 (street)	1	4.5
45	2	10	10	5 (street)	1	4.5
46	10	2	10	5 (street)	1	4.5
47	5 (street)	10	10	2	1	4.5
48	5 (street)	10	10	5	1	4.5
49	5 (street)	10	10	2	1	4.5
50	5 (street)	10	10	2	1	4.5

	N	S	E	W		
51	5 (street)	10	10	5	1	4.5
52	5 (street)	10	10	5	1	4.5
53	5 (street)	10	10	5	1	4.5
54	5 7 (street)	10 5	10 7	2	1	4.5

* Indicates minimum set back. Set back line is not parallel to boundary – refer Set Back / Sight Line Plan



CONSTRUCTION ACTIVITY

I. CONSTRUCTION ACTIVITY

- A. No construction is permitted on Sundays or holidays. All trucks and workmen are to be out of Kinloch Golf Resort by 5:30 PM, and may not commence work prior to 7:30 AM.
1. Once the construction of any building has begun, work thereon must be prosecuted diligently and must be completed within a reasonable time.
 2. Construction site maintenance is required so that all construction sites are maintained in a clean and orderly fashion throughout the construction process.
 3. Neighbouring lots may not be used for parking, the storage or dumping of construction equipment, debris, rubbish or similar items.
 4. Bins for rubbish must be changed when rubbish reaches the maximum level of the bin.
 5. All builders' employees and subcontractors must be registered with Kinloch Golf Resort Security. Builders are responsible for providing registration information.
 6. All trees to be preserved or relocated shall be protected by barriers. No heavy equipment, vehicles or materials shall be placed under existing trees.
 7. The builder shall be responsible for keeping roadways clear of trucks, cars and equipment. The Kinloch Fire Department insists that all roadways shall be passable at all times.
 8. Under no circumstances shall any construction materials be unloaded on the roads. The builder is held responsible for the condition of the site during construction and is required to place rubbish bins and sanitary facilities as inconspicuously as possible. The site should be policed at the end of each working day and left in a neat condition. There shall be no advertising signs placed on the building site at any time by anyone, except for approved builder signs as indicated elsewhere in these guidelines.
 9. The builder shall erect a barrier of choice along the side yard property lines and rear yard easement lines to ensure no construction activity encroachment onto adjacent lots..
 10. The builder shall address, to the satisfaction of the ARP, the proposed location of contractor's I.D., sign, portable outdoor toilet facilities, and method of rubbish containment and removal, and parking.

11. Any surplus fill material will be removed from the site or placed in an appropriate location as instructed by ARP.

MAINTENANCE

I. MAINTENANCE OF PROPERTY

- A.** Each lot owner shall maintain the exterior of his living unit, walls, roofs, private fences and other improvements on his lot, in good condition and repair.
- B.** Landscape Maintenance
 - 1. The owner shall be responsible for the continued maintenance of all landscaping in good living condition so as to present a neat, healthy and orderly appearance. Squared hedges and "topiary" are discouraged.
 - 2. No weeds, underbrush or other unsightly growth shall be permitted to grow or remain on any part of the property and no refuse pile or unsightly objects shall be allowed to be placed or remain anywhere thereon.
 - 3. Landscape maintenance personnel must be instructed that grass clippings, shrub and tree trimmings must be removed from the premises the same day the work is completed. Under no circumstances are vacant lots to be used as dumping grounds.
 - 4. Dead and damaged trees and shrubbery must be removed as promptly as possible and be replaced with material approved by the ARP.
 - 5. Each lot owner shall trim and maintain grass and landscaping in accordance with landscape design guidelines.
 - 6. The Association reserves the right to care for vacant, unimproved or unkept lots, remove and destroy tall grass, undergrowth, weeds and rubbish, and do any other things and perform any labour necessary to keep each lot and the common areas contiguous and adjacent, neat and in good order.
- C.** In the event a lot owner in Kinloch Golf Resort shall fail to maintain the exterior of his living unit and other improvements on his lot, the Association shall have the right to enter upon any lot to repair, maintain and restore the exterior of buildings and fences and any other improvements. The cost of such maintenance shall be assessed to the lot owner. Every reasonable effort will be taken to inform the lot owner before such action is taken by the Association.