

Condado de Alhama
Aesthetics Modifications
UPDATE V9 AGM 2022

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Issue Document Verification with Document



Document Verification

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1 Introduction

For the purposes of proper interpretation of the statutes and in order to maintain uniformity and ornamental aesthetics in the building complex, only those modifications that appear in this document are permitted by the homeowner's association. No other alterations should be carried out without approval.

Whilst we all want a resort that is safe, secure, clean, attractive and popular, we must also ensure that it remains to a specified and high standard as designed, and in line with our statutes, as this will help maintain our ongoing property investment.

Our Statutes include certain rules and restrictions regarding owners modifying their properties, which are intended to maintain the aesthetic look of the resort for all. All owners are strongly advised to read the Statutes on the website to understand what can and cannot be done. The statement below can be found in our current community statutes (Statute Article 5 bis A.1):

“Homeowners are expressly obliged not to modify the exterior aesthetic conditions of buildings. Accordingly, no modifications may be made to the fronts, exterior volumes, colour or materials used, spaces, canopies, roofs or towers. Furthermore, porches or terraces may not be closed off and TV or radio aerials or whatsoever exterior telecommunications mechanism or other similar element may not be installed. Clothes may not be hung on the fronts of the buildings or on the plot in an area that is visible from the roadways and no posters or signs may be installed, all this with regard to the content of the photographs included in the certificate of occupancy.”

“Homeowners shall use their homes exclusively for permanent or temporary residential use. It is prohibited to carry out any professional, commercial or industrial activity in properties.

Spanish law states the following with regard to aesthetics (Article 7 of the Horizontal Property Law):

“The owner of each flat or business premises may modify the architectural features, installations and services of the flat, so long as it does not diminish or alter the safety of the building, its general structure, its form or its exterior condition nor prejudice the rights of another owner, reporting such alterations beforehand to the representative of the Community. In the rest of the building, he may not make any alteration whatsoever and if he observes the need for any urgent repairs, he should communicate this to the administrator without delay.”

This revised document provides further guidance of the above, a simple process to follow to obtain approval from the Community, and what must be done when carrying out the modifications.

2 Town Hall approval

Approval from the Town Hall is required for many modifications. These are different categories as highlighted below. Where approved modifications are indicated in this document, one of the labels below highlights the necessary documents that must be completed by the owner. This is provided as a guide only and was correct at the time this document was published.

The community take no responsibility in highlighting the required documentation and this should be checked with the Town Hall.

2.1 LICENCE

A licence granted by the Town Hall. Once it is received, the work can start.

LICENCIA

2.2 DECLARACIÓN RESPONSABLE

A document signed by the owner or legal entity stating the works that are going to be completed. A fee is payable to the Town Hall. It needs a report from a technician.

DECLARACIÓN RESPONSABLE

2.3 COMUNICACIÓN PREVIA

A document through which an owner notifies the Town Hall of modifications that are going to be carried out. A fee is payable to the Town Hall.

COMUNICACIÓN PREVIA

2.4 GENERAL RULE

Highlighted in this document as a general rule and the Town Hall does not need approval or notification.

3 Community approval

All works to be carried out must be notified to the Community. This notification is mandatory in all cases.

For this purpose, it is necessary for the owner or builder to complete the document below.

To be completed by Owners seeking to carry out pre-approved Alterations or Modifications to their property.			
Requester/Owner Name:			
Request date:			
Plot Number:			
Garden/Block/Area/Address:			
Reasons for proposed alterations to my property:			
Documentation provided (<i>copy of original must be attached to this</i>):			
Drawings:			
Written description of works:			
Responsibility Disclaimer (or Advance Notice) issued to the Town Hall; write the file number or code here:			
I undertake to carry out the works I am requesting according to the specifications and technical characteristics pre-approved as stated in the 2019 modifications protocol, and the changes and updates approved in later AGM's, and to assure that the works that are finally carried out match the description provided on this form. I also undertake to keep to the existing aesthetics, colours and materials of the area. Once the works are completed, the surrounding area will be cleaned and restored to its original condition.			
Signed by the owner:		Administrator signature:	

Security will check that the works have permits; if this is not the case, they will request the immediate interruption of the works. Commercial vehicles may be refused entry to carry out works if the above permit is not completed and signed by the Administrator.

4 Approved modifications General

This section applies to all building types throughout the complex of Condado de Alhama

4.1 Awnings

Awnings can be installed as described under each building type but should always be white, off-white or beige.

All supporting joints shall be white or brown in colour only. No wooden supports are permitted.

Awnings may be retractable or removable.

No permanent roof, awnings, coverings or structures are permitted.

Covers can be installed for awnings, maximum 50cm wide in a similar colour to the awning

FIGURE 4.1: AWNING



COMUNICACIÓN PREVIA

4.2 External Lighting

Light fittings installed for external use must be white, brown, black, silver, silver frosted or chrome in colour. The owner is free to select the model, always respecting the colours quoted.

4.3 Tiling

It is permitted to pave the private gardens at ground level behind hedges. This must be carried out using the same tiles (or similar) as the rest of the terrace. No different colours are permitted. A border to a maximum of 100mm in a different style or colour is permitted. Floor tiles are only permitted within the boundary of the property. Removal and sealing of the irrigation system is required to prevent leaks and damage. **Excluding La Isla & El Mirador**

FIGURE 4.3: TILING



COMUNICACIÓN PREVIA

4.4 Fixed screens or structures

No fixed structures or screens are permitted except extensions to party walls and additional louvres, which must comply with the conditions listed in this document.

4.5 Security bars

The installation of security bars is permitted to windows and doors that do not currently have shutters. All railings shall be in white only

FIGURE 4.5: SECURITY BARS



COMUNICACIÓN PREVIA

4.6 Fly screens

It is permitted to install fly screens to any windows, doors or structure, providing they are removable.

FIGURE 4.6: FLY SCREENS



4.7 Party Walls and louvres

The raising of walls or installation of louvres between properties is permitted. These must not be solid and must provide some openings. They can be constructed in block, aluminium or PVC, and must match the colour of the existing wall. If installing louvres, brown is also permitted.

Walls or louvres must not exceed 1500mm in height on either side of the property unless written permission of the neighbouring property is granted, in which case the height can be up to 1800mm.

FIGURE 4.7: PARTY WALLS AND LOUVRES



COMUNICACIÓN PREVIA

4.8 External Walls and louvres

The raising of walls or installation of louvres at the rear of properties (not party walls) is permitted. These must not be solid and must provide some openings. They can be constructed in block,

aluminium or PVC and must match the colour of the existing wall. If installing louvres, brown is also permitted.

Walls or louvres must not exceed 1800mm in height measured from the inside terrace.

FIGURE 4.8: EXTERNAL WALLS AND LOUVRES



COMUNICACIÓN PREVIA

4.9 Satellite dishes/External antennas

Dishes and antennas are permitted on properties only if they are not visible from public areas. It is not permitted to install dishes or antennas at high level on external walls, on a neighbouring property or within communal areas. For La Isla no dishes are permitted anywhere.

4.10 Jacuzzi/Hot tubs

The temporary or permanent installation of a Jacuzzi or hot tub is not permitted on any upper floor level. At ground floor level they are only permitted in areas that are (or were originally) laid to grass and are not over a void.

COMUNICACIÓN PREVIA

4.11 Barbeques (BBQs)

The use of free standing BBQs is permitted provided they do not cause a nuisance to neighbours. No permanent BBQs or similar structures are permitted.

4.12 Hedge height

The height of all hedges must be uniform. They may not be cut lower or allowed to grow higher than that of neighbouring properties. The height set for hedges is between 1.6-1.8m except ground floor golf facing properties or ground floor La Isla which is lower.

4.13 Storage Enclosures (permanent)

The installation of permanent storage is permitted as long as it is for storage as does not increase the habitable space. Examples of what is permitted can be found under each property type.

At all times additional storage enclosures must be constructed in PVC or aluminium, white or translucent. Where the enclosure houses a washing machine, hot water boiler or is used for drying clothes, proper ventilation must be installed to avoid condensation and property damage.

All enclosures must be flush with the wall of the property and not protrude.

COMUNICACIÓN PREVIA

4.14 Storage (temporary)

The installation of sheds or temporary storage is only allowed in private gardens or patios, where it is not higher than the external or party walls/louvres and not visible from public areas. Any colour is permitted.

Storage containers are not permitted on parking spaces or communal spaces.

FIGURE 4.11: TEMPORARY STORAGE



4.15 Front doors

The colour of all front doors is brown. Any painting or replacement must be of the same colour. Should a replacement door be required, this must match the original.

COMUNICACIÓN PREVIA

4.16 Shutters

Roller shutter doors and windows are part of the building fabric and can only be replaced with similar products and colours.

COMUNICACIÓN PREVIA

4.17 Artificial Grass.

It is permitted to install artificial grass in private areas that currently have natural grass. Artificial grass is only permitted within the boundary of the property, at ground level and behind hedges. This must be installed using normal green artificial grass and no other colours are permitted. Removal and sealing of the irrigation system is required to prevent leaks and damage. **Excluding La Isla.**

5 Approved modifications -Jardines

In addition to the rules listed in the general section. the following rules apply to townhouse properties of the Jardines. This includes Jardin 1-5, Jardin 7-13 & Naranjos 1-8.

5.1 Fence

Where a property is at ground floor level, a fence is permitted similar to that surrounding the pools of Naranjos and Jardines. The fence must be installed along the line of the existing hedge, which **MUST NOT** be removed. The fence must always be installed inside the boundary of the property and must be **inside** the hedge.

DECLARACIÓN RESPONSABLE (special document for fences)

5.2 Awnings

Pergolas may be covered by a retractable awning as show below. Its structure should be respectful aesthetically with its supports (in the case of pergola) allowing the view of the timber.

All awnings shall be white or off white.

Retractable awnings are also permitted where fitted to the pergolas or, where fitted to the external wall on upstairs properties, covering the front door.

FIGURE 5.2A: AWNINGS (FRONT – GROUND FLOOR)



COMUNICACIÓN PREVIA

Awnings are permitted on the rear terrace but must not be higher than the property ceiling.

FIGURE 5.2B: AWNINGS (REAR – GROUND FLOOR)



DECLARACIÓN RESPONSABLE

FIGURE 5.2C: AWNINGS (UPSTAIRS)



COMUNICACIÓN PREVIA

FIGURE 5.2D: AWNINGS (FIRST FLOOR ENTRANCE)



COMUNICACIÓN PREVIA

5.3 Guttering / Drain pipes

White rainwater drain pipes are permitted to downstairs apartments from above.

COMUNICACIÓN PREVIA

5.4 Shutters

Shutter or similar are permitted. These must be aluminium or UPVC in white only and flush with the front wall.

FIGURE 5.4A: SHUTTERS – GROUND FLOOR



COMUNICACIÓN PREVIA

FIGURE 5.4B: SHUTTERS – FIRST FLOOR



COMUNICACIÓN PREVIA

5.5 Examples of permitted storage Enclosures (permanent)

FIGURE 5.5A: STORAGE UNDER STAIRS



COMUNICACIÓN PREVIA

FIGURE 5.5B: STORAGE FRONT OR REAR



COMUNICACIÓN PREVIA

5.6 Rear gates- Ground floor

Rear gates are permitted and should be in white only. They should be installed where the step from the rear patio to the ground does not exceed 180mm as stipulated in local building codes. Gates shall be no higher than the surrounding walls

FIGURE 5.6: REAR GATE



COMUNICACIÓN PREVIA

5.7 Gates- First floor to Roof terrace (solarium)

Safety gates may be installed on the stairs to the roof solarium. These gates should be white and of any height not exceeding any surrounding structure

FIGURE 5.7: GATES – FIRST FLOOR



COMUNICACIÓN PREVIA

5.8 Gates- First Floor Entrance

Replacement gates may be installed to the first floor apartment entrance. These should be white or walnut and no higher than the current wall.

FIGURE 5.8: GATES – FIRST FLOOR



COMUNICACIÓN PREVIA

5.9 Air-conditioning

External air-conditioning condensing units may be installed at the rear of ground floor properties, not exceeding the height of the wall or louvres installed.

Air-conditioning for first floor apartments shall be installed in the roof solarium.

No external units can be installed on external walls or be visible from public areas.

5.10 Windbreaks

It is permitted to install fixed windows for windbreaks in the end apartments. Frames must be UPVC or aluminium in white. Solid white panels are also permitted if not a window. Windbreaks must not extend past the front line of the property or create a habitable space. Any other form of windbreak or shade must be removable.

FIGURE 5.10: WINDBREAKS



COMUNICACIÓN PREVIA

5.11 Handrails

Installation along stairs to the first floor and solariums of apartments in Jardines and Naranjos. White in PVC or Aluminium.

IMAGEN 5.11: HANDRAILS



COMUNICACIÓN PREVIA

5.12 Garden front gates.

Replacement gates may be installed on the ground floor apartment entrance. These should be white or walnut brown and no higher than the current wall.

COMUNICACIÓN PREVIA

6 Approved modifications - Penthouses

In addition to the rules listed in the general section., the following rules apply to Penthouses. This includes Penthouses 1-16.

6.1 Awnings

Pergolas may be covered by a retractable awning as show below. Its structure should be respectful aesthetically with its supports (in the case of pergola) allowing the view of the timber.

Awnings may also be added to the end of Penthouse blocks

All awnings for Penthouses shall be white or off white.

FIGURE 6.1: AWNINGS



COMUNICACIÓN PREVIA

6.2 Air-conditioning

External air-conditioning condensing units may be installed at roof level.

If this is not possible, they are permitted to be installed a terrace level, but must be installed at low level or if installed at high level, the units shall be covered.

No external units can be installed on external walls or be visible.

6.3 Windbreaks

In the end apartments it is permitted to install windows for windbreaks. Frames must be UPVC or aluminium in white. Solid white panels are also permitted if not a window. The windbreak must not extend past the outside line of the property wall or create a habitable space. Any other form of windbreak or shade must be removable.

FIGURE 6.3: WINDBREAKS



COMUNICACIÓN PREVIA

6.4 Drain pipes

White rainwater drain pipes are permitted to apartments from above.

COMUNICACIÓN PREVIA

6.5 Penthouse garden rear gates.

Replacement gates may be installed on the ground floor apartment entrance. These should be white or walnut brown and no higher than the current height of the hedge (see item 4.12 on hedges).

COMUNICACIÓN PREVIA

6.6 Additional closet space.

Additional closet and removal of outside BBQ.

Note: additional structural alternations to be reviewed by others

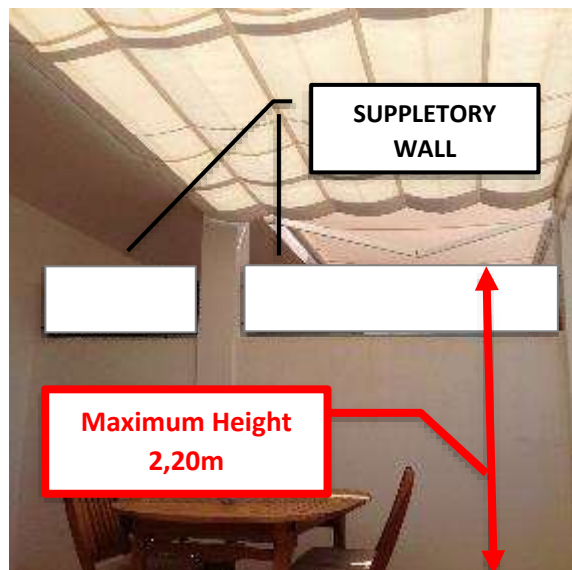


6.7 Increase of diving wall in Penthouse balconies

The dividing wall between apartments in Penthouse buildings may be raised to a maximum height of 2.20 meters measured from the ground. The supplementary wall will be built in brick being as thick as the existing one, and will be plastered and painted on both sides by the property requesting the aesthetical modification. The formal authorization of the adjoining neighbors will be necessary in any case.



Initial State



Final State

7 Approved modifications - La Isla

In addition to the rules listed in the general section, the following rules apply to properties in La Isla blocks 1-11.

7.1 Steps

It is permitted to install steps to negotiate the drop between the private garden and the footpath that runs around La Isla adjacent to the lake. The paving must meet the conditions of the technical building code, being anti-slip type 3 according to BD-SUA(safety of use and accessibility)

The construction must be of treated timber or treated timber and tile. The tiles to match the tiles found on La Isla, ie terracotta and non-slip. The timber must be similar to a garden sleeper ie 200mmx100mm and cut to appropriate length. This work is recommended to be carried out by the community contractors, ie STV at owners own expense.

FIGURE 7.1: STEPS



COMUNICACIÓN PREVIA

7.2 Guttering / Drain pipes

To avoid water falling onto the apartment immediately below, it is possible to plug the exit from the gargoyle to the outside and install a new gargoyle through the internal wall of the planter, in such a way that it drains onto the terrace itself. It is not permitted to install either guttering or drainpipes on the facade for collecting water from the planters

COMUNICACIÓN PREVIA

7.3 Fence

A fence is permitted on ground floor properties. The fence must be of walnut wood, green PVC or aluminium. The fence must be erected inside the boundary of the property and no taller than 120 cms.

FIGURE 7.5: GROUND FLOOR FENCE



DECLARACIÓN RESPONSABLE (special document for fences)

7.4 Awnings

Pergolas may be covered by a retractable awning as show below. Its structure should be respectful aesthetically with its supports (in the case of pergola) allowing the view of the timber.

Those places where there is no wooden beam, on corner properties, can install some supports for the awning. This support must be brown and must not be higher than the ceiling of the property

All awnings for La Isla properties shall be off-white or beige.

COMUNICACIÓN PREVIA

7.5 Windbreaks

It is permitted to install windows for windbreaks in the end apartments. Frames must be UPVC or aluminium in white. Solid white panels are also permitted if not a window. The windbreak must not extend past the outside line of the property wall or create a habitable space for residents. Any other form of windbreak or shade must be removable.

FIGURE 7.7: WINDBREAKS



COMUNICACIÓN PREVIA

7.6 Air-conditioning on La Isla.

External air-conditioning condensing units may be installed at roof level. If this is not possible, they may be installed at terrace level, but must be installed at low level, or if installed at high level, the units shall be covered. No external units can be installed on external walls or be visible from outside. Gaps should be covered to avoid creating filtrations.

8 Approved modifications - Villa Janas

In addition to the rules listed in the general section, the following rules apply to Villa Janas.

8.1 Pools

The construction of pools is permitted in the rear gardens, including extending the tiling to surround.

FIGURE 8.1: POOL



LICENCIA

8.2 Front façade

It is permitted to pave the driveway. but no other alterations to the front façade of the properties is allowed unless expressly permitted within this document

COMUNICACIÓN PREVIA

8.3 Drain pipes

Vertical white rainwater drain pipes running from existing roof drains are permitted.

COMUNICACIÓN PREVIA

8.4 Roof terrace Sun Shade

The construction of a **white** aluminium support structure necessary to support a retractable awning at roof terrace/solarium level is permitted.

FIGURE 8.4: SUN SHADE



DECLARACIÓN RESPONSABLE

8.5 Gates

Gates are permitted to the side and front of properties. They should be white or brown.

FIGURE 8.5: GATES



COMUNICACIÓN PREVIA

8.6 Awnings

A retractable awning is permitted above the carport and above the rear patio. The awning must be white or off-white.

COMUNICACIÓN PREVIA

8.7 Fences

Fences are permitted along the sides of the property. They must be within the hedge line, and must not extend into the front façade of the property.

DECLARACIÓN RESPONSABLE (special document for fences)

8.8 Paving stones in parking areas

The Villa Janas have private parking places with two rows of paving stones for the vehicle to rest on. They are supported by a concrete base underneath. However, the rows of paving stones are too narrow, and the concrete support are not sufficient for the purpose in all properties.

Paving between the two rows in similar stones is acceptable.

COMUNICACIÓN PREVIA

9 Approved modifications – El Mirador del Condado

In addition to the rules listed in the general section, the following rules apply to El Mirador del Condado.

9.1 Pools

The construction of pools and jacuzzi's is permitted in the rear gardens and extending the tiling to surround. This must be carried out using the same tiles (or similar) as the rest of the terrace or a tile type/colour hardwood. No different colours are permitted.

FIGURE 9.1: POOL



LICENCIA

9.2 Rear wall & gates

It is permitted to erect a wall and gate at the bottom of each ground floor garden property. The wall and gate should be white.

COMUNICACIÓN PREVIA

9.3 Awnings

Retractable awnings are permitted to be installed to provide shade from the sun at the rear of the properties. These must be in white or off white only, brown is not permitted.





COMUNICACIÓN PREVIA

9.4 Roof terrace Sun Shade

The construction of a **white** aluminium support structure necessary to support a retractable awning at roof terrace/solarium level is permitted.

FIGURE 9.4: SUN SHADE



DECLARACIÓN RESPONSABLE

9.5 Gates

Gates are permitted to the front of properties. They should be brown and in keeping with the existing gates at the ground floor.

FIGURE 9.5: GATES



COMUNICACIÓN PREVIA

9.6 Awnings

A retractable awning is permitted above the carport and above the rear patio. The awning must be white or off-white.

COMUNICACIÓN PREVIA

9.7 Fences

Fences are permitted along the sides of the property. They must be within the hedge line and must not extend past the property boundary.

Fences can be open mesh or slatted up to a height of 1000mm

The hedge may not be removed

DECLARACIÓN RESPONSABLE

FIGURE 9.7: FENCES



9.8 Glass curtains

Glass curtains are permitted on the terraces and balconies, but must not extend past the outside line of the terrace/ balconies. They may not be permanent or create a permanent inhabitable space.

LICENCIA

9.9 Guttering / Drain pipes

White rainwater drain pipes are permitted to downstairs apartments from above.

COMUNICACIÓN PREVIA (Notice of works to Town Hall)

9.10 Tiles

It is permitted to pave the private gardens at ground floor. This must be carried out using the same tiles (or similar) as the rest of the terrace or a a hardwood look tile. No different colours are permitted. Floor tiles are only permitted within the boundary of the property. Removal and sealing of the irrigation system is required to prevent leaks and damage.

FIGURE 9.10: TILING



COMUNICACIÓN PREVIA (Notice of works to Town Hall)

9.11 Examples of permitted storage Enclosures (permanent)

It is also permitted in the original colour of the windows (anthracite black)

FIGURE 9.11: STORAGE ENCLOSURES (PERMANENT)



COMUNICACIÓN PREVIA (Notice of works to Town Hall)

10 Complaint's process

If owners have any complaints concerning any modification carried out by another owner that they believe does not comply with the above guidelines or statutes, they may raise a complaint with the administrator, who will log the details.

Once multiple complaints (usually 3 to 5) have been received from owners, the administrator will escalate this to the Management Committee for agreement on a course of action, which may include any/all of the following:

1. Direct contact with the owner causing the breach
2. Formal letter raising notice of action
3. Visit to site to discuss
4. Raising at AGM for approval or action to rectify.
5. Legal action if necessary

11 Contractors procedures and guidelines

- **Deliveries:** Deliveries to the work site are to be kept to a minimum to avoid inconvenience to other owners or users of the resort.
- **Materials:** Materials are not to be allowed to accumulate in the communal part of the resort. If materials need to be stored outside the boundaries of the plot where the work is being carried out, this is to be done by prior arrangement with administrators.

The roads are public highways and a licence is required for the storage of skips or materials on the roads. They are to be properly protected and signed to prevent any harm being caused to third parties.
- **Damage:** Care must always be taken to prevent damage being caused to anything or anybody in the resort.

Damage to water pipes or electricity cables or their respective installation are to be immediately isolated, reported to the service supplier and be repaired within 24 hours. Also to be immediately notified are Security (00 34 681 309 678), and in the event of an uncontrolled gas leak, the emergency services (112). In the event of a major electrical failure resulting from mechanical damage, Administrators (00 34 868 089 724) are also to be notified.
- **Waste:** Excess and waste materials are not to be allowed to accumulate and are to be cleared from the resort in a proper and timely manner (NOT left lying around for days).

Where materials or waste materials are hazardous, or they are liable to spread uncontrolled, they are to be covered. Unwanted or waste materials are to be removed when the work is completed.
- **Contractor Staff:** The contractor is responsible for all staff they employ or subcontract to carry out work on their behalf. Staff may not wander about the resort or enter other people's property and should keep noise to a minimum.
- **Services & Utilities:** Where services may be affected by the work being carried out, they are to be isolated prior to its commencement. Redundant irrigation services which run under tiled patios or other similar surfaces are to be permanently isolated.
- **Plant Machinery:** In the case of plant machinery being used which will cause the obstruction of more than one half width of any street, advance notice of at least three working days is to be given to Admiburgos.

Failure to comply with any of these requirements may result in the Community of Property Owners cancelling the permission temporarily or permanently.

Unauthorised work carried out contrary to Spanish Law will be reported to Alhama de Murcia council.