



January 23, 2019

Re: Sky Ranch Community Association  
Revised Design Guidelines

Dear Sky Ranch Homeowner,

Here is your copy of the Revised Design Guidelines for Sky Ranch Community Association that were adopted on January 16, 2019. Please review and keep in your permanent records as these guidelines are legal documents for the successful operation of your community.

Also, please be reminded that you are required to submit an application and plans for any exterior improvement or change you make to your home. Upon completion of approved improvements a notice of completion must also be submitted to the Sky Ranch Community Association.

If you have any questions about submittal requirements or timelines, please contact Mandy Wilps of FirstService Residential at 858/657-2167 or via e-mail at [mandy.wilps@fsresidential.com](mailto:mandy.wilps@fsresidential.com).

Sincerely,

Sky Ranch Community Association  
Board of Directors

# SKY RANCH

## COMMUNITY ASSOCIATION

### DESIGN GUIDELINES

Adopted:	January 11, 2008
Ratified:	July 23, 2008
Amendment 1:	December 19, 2018
Ratified:	January 16, 2019

#### **Property Management Contact Information:**

##### FirstServices Residential

Phone: 800.527.3914  
Fax: 858.535.3838  
Address: 5473 Kearny Villa Road, Suite 200  
San Diego, CA 92123

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## 1. **General Information and References**

### A) Automated Document Features:

- a. Searchable Document for any word or phrase.
- b. Selections made in the Table of Contents will navigate to its location.

B) These Guidelines are intended to provide clarification and additional detail to the design review provisions of the CC&Rs. In the event of any conflict between these Guidelines and the CC&Rs, the CC&Rs will prevail.

#### 1) Abbreviations:

- a) DRC - Design Review Committee (includes SRCA Architect)
- b) SRCA - Sky Ranch Community Association
- c) NOC - Notices of Completion

2) The Sky Ranch Design Review Committee (DRC) governs the processes required for owner improvements as they comply with these Design Guidelines. The DRC will assist owners with allowable options in the preparation of their submittal in a preliminary review process at one of our DRC meetings in an effort to expedite the submittal/resubmittal process. Please contact Property Management for more information.

3) All exterior home improvements are required to be submitted to the Design Review Committee for approval prior to any work taking place.

4) A STOP WORK NOTICE will be served to any owner not in compliance with the approved "Property Improvement Form - Exhibit A" process or for any deviations being made to the approved scope of work.

5) All completed improvements will be reviewed by the Design Review Committee for approval of the "Notice of Completion Form Exhibit C." Any deviations from the approved "Property Improvement Form Exhibit A", are subject to resubmittal and may potentially be subject to removal at the owner expense if not in compliance with the SRA Design Guidelines, CC&Rs or any other governing documents.

6) Fencing along the side and rear perimeters of lots of any type cannot be moved under any circumstances.

7) SRCA Design Guidelines may supersede local building codes unless the building codes are more stringent where they would then prevail.

8) Owners are responsible for obtaining Building Permits and Inspections, and complying with all zoning and conditions of approval for the Association as required by local governing agencies. Owners are also solely responsible for quality and safety of construction, observance of all property lines and setbacks. Approval by the Association does not constitute a representation

of all legal and governmental requirements. The City of Santee Building Dept. can assist you in determining if any permits & inspections are required for your home improvements.

City of Santee Development Services

10601 Magnolia Ave.

Santee, CA 92071

Building Dept. (619) 258-4100, Extension 167

Fire Dept. (619) 258-4100, Extension 207

9) Refer to the Community Guidelines for information on maintaining all exterior improvements & original structures in a Like New condition including but not limited to the following:

- a) Maintaining wood fences finishes. See "Approved Stain and Finishes for Wood Fencing - Exhibit G" for approved wood stain colors and finishes.
- b) Remove any dead trees, vegetation etc.
- c) Damaged materials of any type on original structures or improvements such as retaining walls, metal fencing, flag poles and flags, etc.

10) See cover page for Property Management Contact Information & Address

**2. New Owner Timeline and Construction Timeframe**

Owner name: \_\_\_\_\_

Property address: \_\_\_\_\_

Tract: \_\_\_\_\_ Lot: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

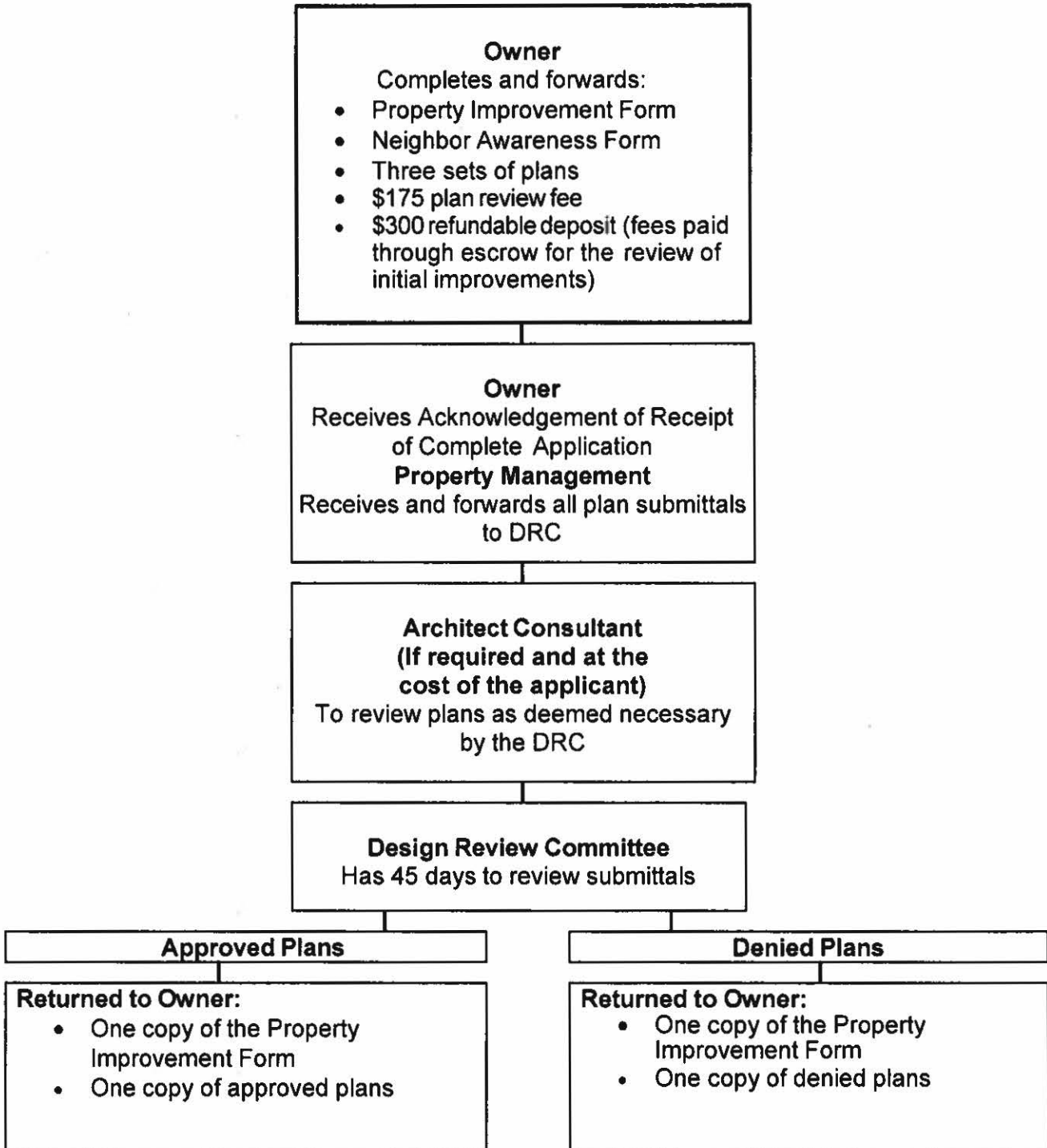
**Deadlines are based on the close of escrow (COE) date and the time frames outlined in the legal documents.**

<b><u>Deadline date</u></b>	<b><u>Requirements</u></b>
_____	Close of escrow (COE)
6 months from COE	Install acceptable window coverings (remove temporary coverings)
45 days from COE	Submit plans to obtain approval for front and side yard landscape improvements
180 days from COE	Complete all required front and side yard landscape improvements
180 days from COE	Submit plans to obtain approval for rear yard landscape improvements
12 months from COE	Complete all required rear yard landscape improvements

**A) Construction Timeframe for Additional Improvements**

- 1) Projects submitted will have up to six months to complete
- 2) Time extensions may be granted on a case by case basis if needed
- 3) Smaller projects may be limited to three months based on scope
- 4) Construction of improvements visible from the street, including building materials and equipment, must be completed in a timely fashion and cleaned up at the end of each day.
- 5) Project Completion is defined as a submitted and approved "Notice of Completion form Exhibit C".
- 6) Improvements not completed within the defined timeframe (including SRA Board granted extensions) for each submitted project are subject to forfeiting the deposit.
- 7) The intent is to prevent any home from being under construction for an extended period of time when visible from the street.

**3. Plan Submittal / Review Process**



#### **4. Plan Submittal Requirements**

##### **A) Front and Rear Yard Landscape**

- 1) Owners must submit plans for Design Review Committee (DRC) review and approval within 45 days of the close of escrow for front and side yards landscape improvements and 180 days for rear yard landscape improvements. (See CC&Rs, Article 7, Section 7.1).
- 2) Owners have 180 days from the close of escrow date to complete improvements of front and side yards and 12 months for the rear yard landscape improvements. (see CC&Rs, Article 8, Sections 8.1.1 and 8.1.2)

##### **B) Meetings**

- 1) The Sky Ranch Community Association DRC meets as often as necessary. The DRC will determine the date and time of the meeting.

##### **C) Where to Submit Plans**

- 1) Sky Ranch Community Association Property Management (see cover page)

##### **D) Plan Submittals Must Include**

- 1) Sky Ranch Community Association "Property Improvement Form Exhibit A".
- 2) Plans and specifications (3 copies). 1 copy will be returned to the owner. Sky Ranch Community Association will retain 2 copies. The plans may be professionally drawn or hand drawn by the owner. It is most important to clearly communicate all the construction details, measurements, colors, and materials that will be used. Examples of acceptable plans are included in appendix A.
- 3) "Neighbor Awareness Form Exhibit B", (1 copy).
- 4) Photographs (2 copies), where applicable. Photographs WILL NOT be returned to the owner. The photos must show the front and the rear of the home. The relationship of the yard to adjoining properties must be shown to enable to determine the effect, if any, of added elements to neighboring property.
- 5) Changes or remodeling to any existing exterior must include photos of the existing structure, finishes as needed to approve any proposed revisions.
- 6) Checks made payable to Sky Ranch Community Association in the amount of \$175 plan review fee if an architect's review is required and \$300 deposit that is refundable upon completion of work (if not paid through escrow). The deposit may be forfeited if work is not completed by the agreed completion date. (See construction timeframes on page 7)

- 7) All forms are included in this packet or can be obtained from Property Management (see cover page)

**E) Important**

- 1) Read the attached Design Guidelines carefully before submitting plans.
- 2) Do not assume that property improvements at the model sites will be acceptable to the Sky Ranch Community Association DRC.
- 3) Owners are required to obtain all necessary permits and approvals from applicable governmental entities or agencies and follow "Applicable Building Laws." Arch approvals are for aesthetics only and do not supersede any local code, setback, easements or restrictions that may apply to any given lot.
- 4) The DRC may assist owners on where to find information involving building permits and some of the common requirements the home owner may encounter. However, such assistance is for general information only, to the extent known by the DRC. Owners must always independently check with the city permit office on the building codes required for various construction efforts. Normally when residents hire a general contractor to perform the construction, the contractor is aware of the required building permits and construction requirements they will need to complete in order to pass city inspections. This however does not relieve the owner of responsibility to ensure that all legal requirements are met, and that all necessary permits and approvals were obtained and filed with the city's Department of Development Services.
- 5) During construction the DRC may ask an owner if they have or are in process of obtaining building permits. The purpose is to make the home owner aware of building permit requirements to ensure safety and construction standards will be met. The DRC may inquire with the City of Santee Building Permits and Inspections to see if permits/plans have been submitted on the property in question. If the construction project has been started or completed and no plans are on file, the DRC may provide information to the city permit office if necessary. It's not the responsibility of the DRC to verify Building Permits and their status. It's the sole responsibility of the owner to obtain all necessary permits and approvals.
- 6) Sky Ranch Community Association DRC does not require that an owner use a landscape architect or similar professional consultant in the preparation of property improvement plans. Please contact the Design Review Coordinator, at the Property Management office for assistance.
- 7) If Acknowledgement of Receipt of Complete Application is not received within 45 days of initial submittal, the owner must submit by U.S. mail, with



return receipt requested, a written request for notification of the status of the Application.

**F) Purpose**

- 1) The purpose of these Design Guidelines is to continue the physical character as established by the initial development of Sky Ranch Community Association. The intent is to give specific design criteria to owners for subsequent improvements after the completion of original construction.
- 2) The Design Guidelines are written to preserve a high quality of appearance, to ensure compatibility between improvements, and to enhance the overall value of Sky Ranch Community Association. The Design Guidelines are intended to be used by owners and consultants in preparing drawings for design, landscape, and other improvements; and by the Design Review Committee (DRC) in reviewing these drawings for conformance with the stated objectives. The DRC reviews proposed improvements for aesthetic purposes only. It is the owner's responsibility to follow all applicable federal, state and local building codes, known as "Applicable Building Laws." Building permits may be required by the applicable governmental entities or agencies. Approvals given by the Sky Ranch Community Association may supersede local building codes (unless the building codes are more stringent where they would then prevail) regarding easements, setbacks or restrictions as they may apply to individual lots.

**G) Application Process / Plan Submittal Package**

- 1) The owner reviews the Design Guidelines and prepares plans, elevations and cross-sections depicting the proposed new improvements. To expedite the approval of plans, they must include each of the items detailed in the following information. Plans that do not contain required details may be returned incomplete and will require that the owner resubmit the plan submittal package. There may be an additional cost to the owner to resubmit the plan submittal package.

**H) Owner Requested Preliminary Review of Improvements**

- 1) Designed to provide a general overview of what documents are required, completeness of plans with dimensions and details required, city permit requirements, product submittals and any potential Variance Requests. This available support is to assist owners in submitting their paperwork and submittals right the first time.

**I) DRC Support During Construction**

- 1) At the request of the owner, a minimum of two DRC members will meet with the owner/s within a reasonable period of time of their request regarding



required field changes of the approved plans. This is a quality control issue and will prevent denied Notices of Completion's due to deviations to the original approved submittal.

**J) DRC Progress Inspections**

- 1) Progress Inspections may be required at the request of the DRC to ensure that compliance is being met with the approved plans are being met including shade trellis percentage of shade coverage, stone and pavers and color, setback requirements, etc. If any changes are identified, the owner would be advised of the steps necessary to add the changes to their approved plans if allowable. This effort will help prevent owners from adding features not permitted or requiring DRC/Board approval first. At least two DRC members must be present for any home owner meetings on their property.

**5. Application Improvement Plans and Details Must Include**

**A) Remodel to Existing Improvements**

- 1) Owners must include photos of the existing conditions and plans must include the full scope of required demolition.
- 2) At no time can any existing fences be temporarily removed for construction purposes without prior review and approval of the DRC.

**B) Plans and Specifications**

- 1) A plot plan that is drawn to scale. 1/8" = 1'0" on 24"x36" sheets is the preferred scale and size. Plans must be of adequate size to be completely legible. Plot plans must clearly show all property lines, setbacks and special restrictions (e.g. Fuel Modification Zones). Owners are solely responsible for the accuracy of all plans.
- 2) Color photos of the home. Please show the front and rear of the home as well as the lot and its relationship to adjoining properties.
- 3) Landscape plan and working drawings (if applicable) including the location, type, size and quantity of all plants proposed. A plant list alone is not sufficient. See Exhibit "PL" of the CC&Rs for the plant list acceptable for Firewise landscapes and plants.

4) Plants on the "DO NOT PLANT LIST" per CC&R - Exhibit "PL"

SCIENTIFIC NAME	COMMON NAME
Acacia Spp.	Acacia
Adenostoma Fasciculatum	Chamise
Adenostoma Sparsifolium	Red Shanks
Artemesia Californica	California Sagebrush
Bamboo Spp.	Bamboo
Cedrus Spp.	Cedar
Cupressus Spp.	Cypress
Cortaderia Selloana	Pampas Grass
Eriogonum Fasciculatum	Common Buckwheat
Eucalyptus Spp.	Eucalyptus
Juniperus Spp.	Junipers
Pennisetum Spp.	Fountain Grass
Pinus Spp.	Pines
Rosmarinus Spp.	Rosemary
Salvia Spp.	Sage (some varieties are o.k.)

**Refer to the CC&Rs for a List of Plants that are Acceptable**

- 5) Grading plans (if applicable), show where the established drainage pattern may be altered by the proposed improvements. Show the location of the bottom of any slope and the top of any slope; drain inlets and drain lines if applicable. Show the proposed locations of any drain inlets, drain lines and outlets. **NOTE-** some lots have restricted brush management areas that may not be disturbed by owners. These lots are noted in the disclosure documents received upon purchase or from your Builder.
- 6) The nature, kind, shape, dimensions, materials, color, finish and location of proposed improvements must be illustrated on the plan.
- 7) A description of the materials to be used, including the proposed color scheme. Attach actual material samples or color photographs of material samples. **NOTE – materials should match the Home and neighborhood exactly. When proposing new walls, the stones and colors used by the Builder in the original construction must be used in the front and rear of the home. Materials must meet not only Building code requirements but also the local fire code. Owners are advised to consult the local fire code as it changes periodically and may be different than what was in place during earlier phases of the project.**
- 8) A dimensioned hardscape plan showing new and existing paving, walls, fences, pool, patio covers, drainage, and construction details for all structures accurately described as to materials and complete dimensions.

- 9) Outdoor lighting plan. All outdoor lighting must not exceed 60-watt bulbs or equivalent lumens and for LED lighting. The light color must not be cooler than "Warm White" or "3000 Kelvins". All exterior light fixtures must be ornamental and submitted for review. Lighting shall be designed and adjusted to reflect light downward, away from sidewalks, streets, and away from adjoining premises. Lighting shall not be permitted under any circumstances to shine onto the Conservation Property. (See CC&Rs, Article 17, Section 17.2.3).
- 10) Please see the section on patio covers and overhead structures for the applicable guidelines

### **C) Roof Plan / Floor Plan for Room Additions**

- 1) Show plan of all existing and new roofs, with pitches and overhangs noted.
- 2) New materials should match existing. If not, provide material board.
- 3) Indicate all walls, columns, openings, windows, doors and any condition or feature that will affect the exterior design of the residence.
- 4) Indicate exterior landscape or other details affected.
- 5) The architectural style must match the original home and appear as much as possible to have been part of the original structure. Consideration must be given to how the addition will affect the views from neighboring properties.
- 6) Floor plans (if applicable) which show the overall dimensions and area of the improvements, and which reflect the design concept.
- 7) Elevations of all sides affected by proposed addition/alteration; including materials, colors and dimensions. All drawings should clearly distinguish between what exists vs. what is proposed.
- 8) Provide photographs of existing structure (all sides affected by change).

### **D) Other Information**

- 1) If proposed improvements require access over the Association Property or covered property for the purposes of transporting labor or materials, written permission for such access shall be required from Sky Ranch Community Association. Any such requests must be filed with the DRC prior to the commencement of construction. If permission is granted a refundable deposit in an amount determined by the Board of Directors is required before work begins. A representative of the Association will refund the deposit after a visual inspection of the area has been completed and determined acceptable.
- 2) View Obstructions - The DRC shall consider the effect of any improvement on the view of adjacent Lots. No vegetation or other obstruction shall be

approved in any location of such height as to unreasonably obstruct the view from any neighboring Lot, nor will any vegetation be allowed to grow to such a height or density as to unreasonably obstruct such views. Any dispute between owners must be filed with DRC whose decision shall be binding. (see CC&Rs, Article 7, Section 7.3) This notation refers to views out the rear of the property and not the views to the side of each lot. Owners have the right to add taller landscape to the sides of their lots. Care should be given to not overly shade an adjacent lot.

- 3) No owner shall alter any landscaping, and/or otherwise change any Association Property, owned and maintained by the Community Association.
- 4) Color samples of all paint or stain are required to be submitted to the DRC when they deviate from the original color scheme assigned to the existing residence.
- 5) Any color changes must be compatible with the neighboring homes, and require approval from the DRC. Color photographs of adjacent homes are required to be submitted with any application for any change in color scheme.
- 6) Repainting any portion of the original exterior color scheme will require confirmation that the same colors are being used per the original paint color scheme by providing the paint manufacturer, color name and number. Photos of the areas to be painted are required prior to any painting. Photos of the same painted areas must be submitted with the "Notice of Completion Form Exhibit C".
- 7) The DRC may require an additional fee for complex improvements that require extensive review by the Association's design review consultant. The owner will be advised of the cost prior to the commencement of the review.
- 8) Additional information or documentation, which may be deemed necessary by the DRC in reviewing the request, will be requested from the owner in order to complete the design review process.
- 9) The DRC approval is based on the completeness and clarity of the drawings. Inadequate or unclear information may cause the DRC to deny the application or deem the application incomplete.
- 10) Contractor signs are not allowed to be placed on any portion of an owner's lot or Association Property, with the exception of security or alarm notification signs.

## **6. Fees and Forms**

### **A) Applications Must Include**

- 1) The Sky Ranch Community Association "Property Improvement Form Exhibit A" must be signed and completed by owner.
- 2) 3 copies of all plans and specifications, (per Step 1).
- 3) 1 copy of the "Neighbor Awareness Form Exhibit B" must be signed and completed by owner's applicable neighbors.
- 4) Photographs (2 copies), where applicable.
- 5) A required \$175 plan review fee and \$300 deposit payable to the Sky Ranch Community Association is collected through the initial escrow. This fee will cover the cost of review on initial standard improvements. Each new submittal for future improvements also requires the payment of the \$175 plan review fee and \$300 deposit.
- 6) Completed application package to be submitted to:  
Sky Ranch Community Association Property Management

### **B) Forms and How to Use**

- 1) Property Improvement Form - All application submittal packages must include a signed and completed "Property Improvement Form Exhibit A".
- 2) Neighbor Awareness Form - It is the intent of the DRC that the owner's neighbors be notified of any improvements, which may impact the use and enjoyment of the neighbor's property. Neighbor approval or disapproval of a particular improvement shall only be advisory and shall not be binding in any way on the DRC's decision.
- 3) Applicable Neighbors
  - a) Adjacent Neighbor - Means all neighbors with adjoining property lines to the owner
  - b) Facing Neighbor - Means the three (3) neighbors most directly across the street.
  - c) Impacted Neighbor - Means all neighbors in the immediate surrounding area, which would be affected by the construction of an improvement.
- 4) Owner must show the drawings to applicable neighbors and request their signatures on the "Neighbor Awareness Form Exhibit B". Signature of this form does not constitute neighbor approval of the improvements. If an adjacent neighbor is unavailable, or refuses to sign the Awareness Form, the Owner/Applicant must articulate the efforts made to obtain a signature.

For good cause shown, the DRC may waive this requirement as to unavailable or uncooperative neighbor(s).

- 5) Notice of Completion - Once an owner receives approval from the DRC and the appropriate permits have been obtained from applicable governmental entities or agencies, construction may commence. Upon completion of the approved improvement(s), a Community Association "Notice of Completion Form Exhibit C" along with photographs of the improvements must be forwarded to the Design Review Coordinator, who can be reached at the Property Management offices. An inspector will visit the home and determine the acceptability of the improvements and if the final product matches the approved plan.

## **7. Review Process**

### **A) About the Review Process**

- 1) The DRC meets on an as-needed basis to review plans. The members of the DRC shall set the date and time of the meetings.
- 2) The DRC or designated agent, (i.e. an architect) will review each submittal package for completeness and consistency with the Design Guidelines. The DRC has the final decision as to whether the requested improvements fit into the theme and aesthetic continuity of the home and neighborhood.
- 3) The DRC will approve or deny the submittal. The decision of the Board is final. Any photos required by the DRC will not be returned to the owner.

### **B) After the Review Process**

- 1) Construction must proceed consistent with the approved drawings. All deviations must be submitted for review and approval by the DRC prior to commencement of work.
- 2) All work must be performed in a manner consistent with the construction standards of the residence, and with the design and appearance of the community.
- 3) Within thirty (30) days after construction is completed, the owner is required to submit a "Notice of Completion Form Exhibit C" and photos of the completed improvements to the DRC.
- 4) The DRC or its duly authorized representative may inspect any work for which approval is required. The DRC's right to inspect the work and notify the responsible owner of any non-compliance shall terminate sixty (60) days after the DRC have received written notice from the owner that the work is completed.



### **C) Appeal Procedure**

- 1) Appeals shall be made by filing a written request for reconsideration by the Board. Written appeal requests must be received not more than thirty (30) days following the final decision of the DRC. The Board shall include appeal requests on the agenda of a regularly scheduled Board meeting, no less than ten (10) days and no more than ninety (90) days after the receipt of the appeal request. The Board decision shall be binding and final. NOTE – the appearance of any element in earlier approvals does not automatically constitute an overall approval for any such feature. Each lot is different in it's over all characteristics and limitations. The Board is within its rights to approve the suitability of added elements on a case-by-case basis.

### **D) Variance Request**

- 1) The Sky Ranch Community Association Board of Directors may authorize a variance from compliance with any design provision contained in the CC&Rs including, without limitation, restrictions upon height, size, floor area, or placement of structures, or similar restrictions when circumstances such as topography, natural obstructions, hardship, aesthetic or environmental consideration may require such variance. The granting of a variance must be evidenced in writing and must be signed by a majority of members of the DRC. The Association Board of Directors must approve any variance recommended by the DRC before it becomes effective. If such variance is granted, no violation of the CC&Rs shall be deemed to have occurred with respect to the matter for which the variance was granted. Refer to CC&Rs Article 7, Section 7.1.1.

### **E) Additional Information**

- 1) Right to Adopt Additional Design Guidelines
  - a) The DRC may, from time to time, adopt additional, update and/or amend existing design standards. Copies of such additions and/or amendments will be distributed to the membership and kept on file at the Property Management offices.
  - b) Adoption of Additional Guidelines will require the approval of the board of directors.
- 2) Failure to Obtain Written Approval for Improvements
  - a) If written approval of the DRC is not obtained, construction shall constitute a violation of the CC&Rs, and the unauthorized improvement may have to be modified or removed at the owner's expense.

## **8. General Design Standards**

### **A) Maximum Heights**

- 1) The maximum building heights of all improvements shall be consistent with the applicable governmental entities, agencies and zoning codes as appropriate. Any added element must be in a height and structure to not only match the home in style and materials but also in an appropriate scale. Also see specific Maximum Structure Heights below.

### **B) Exterior Stairs**

- 1) The location, material, and color of new exterior stairs shall be compatible with the existing home.
- 2) Stair supports must be designed as integral parts of the home.
- 3) Pipe columns and prefabricated metal stairs are not permitted.
- 4) Spiral stairs may be permitted if they are compatible with the home architecture.
- 5) Note – Local Building Codes may restrict or affect the acceptable design and placement of stairways.
- 6) Local codes are not superseded by these Guidelines

### **C) Roofs**

- 1) The slope, material, color, and texture of any new roof shall be identical to the existing roof.
- 2) Flat roofs are not permitted.
- 3) New roof features - such as skylights, chimneys, or solar equipment - must be compatible with the design of the existing home.
- 4) Roof-mounted equipment must be completely screened.
- 5) The color of new roof flashing, diverters, vent stacks, and similar features must match the existing roof color.
- 6) The color of new gutters must match the existing fascia or adjacent painted surface.
- 7) Roofs of gravel, plastic, fiberglass, corrugated metal or wood are prohibited.

### **D) Awnings and Similar Improvements**

- 1) Awnings, temporary sunshades attached to the outer wall of the home - such as rolls of bamboo, fiberglass or reed are not permitted.



- 2) Awnings of a professional quality and of a neutral solid color are allowed on the rear of the homes only. "First story awnings are reviewed on a case-by-case basis. An awning is a window dressing, which must not exceed six (6) inches to either side of the window and must not be deeper than thirty six (36) inches. The awning must be properly attached to the home with metal brackets. Awning color and metal hardware color just match the stucco color of the home

#### **E) Basketball Hoops**

- 1) Portable basketball hoops are not allowed on any public or private streets, sidewalks or on any Association Property unless such Association Property is designated for athletic purposes. Such portable equipment is permitted on an owner's lot provided that such equipment is maintained in good aesthetic working order and stored out of sight each night and/or when not in use. Rear yard basketball hoops will be decided on a case by case basis as these elements may be considered elements causing noise issues with neighboring properties depending on the placement and size of the lot.

#### **F) Patio Covers**

- 1) The appearance of patio covers and other exterior structures, such as gazebos, must be consistent with the appearance of the home.
- 2) The color must match the home trim or the wall color; or must be compatible with the home.

#### **G) Shade Trellises / Pergola Structures**

- 1) All horizontal Shade Trellis / Pergola Type roofs must provide no more than 60% shade coverage (equivalent to 3" flat Alumawood lattice member with 2" spacing).
- 2) Wood or material, which simulates the appearance of wood, is required for open patio covers.
- 3) Decorative features such as lattice may be incorporated into the design of the patio cover but the features must be consistent with the character of Sky Ranch Community Association.
- 4) Columns may be stucco, precast concrete or wood, provided that such materials are consistent with the design of the home.
- 5) Proposed patio roofs with solid roofs must use the exact same material that exists on the adjacent home.
- 6) Under no conditions are additional sun shades or mesh permissible as an addition to an existing approved trellis or any free standing fabric canopy component structures.

- 7) Consideration must be given to adjoining properties to minimize any intrusion upon the privacy of the neighbor. If the structure is taller than the fence height, it must be screened from the neighbor's direct views with tall plant materials. These may be composed of smaller trees or shrubs that do not necessarily form a hedge but provide a vertical element to filter the view of the structure. Trees should not be planted any closer than 10 feet apart.
- 8) Properties adjacent to fuel modification areas may be subject to the Fire Authority special fire protection ordinance and meet non-combustible structure requirements. Please refer to the buyers notification map to see if the home is in a fuel modification area.

## **9. Structures Defined**

### **A) Gazebos**

- 1) Freestanding structures (sometimes pre-manufactured) with "pitched roof." Roofs can be "open" trellis type or have "solid" roofing material.
- 2) The pitch and material of sloping "solid" roofs must match the roof pitch and material on the home.

### **B) Shade Trellis**

- 1) Shade structures with "open" trellis type (normally flat) roof.

### **C) Deck**

- 1) Structure raised off the ground normally intended for "live loads" (walking or sitting on).
- 2) Added decking meant for standing or walking, that is anchored to the ground, should not exceed 2' in height.

### **D) Balcony**

- 1) Structure that is attached to a two story home with access through a second floor door.
- 2) It may or may not include exterior stairs.
- 3) Balconies are not permissible on single story homes.

### **E) Playhouses / Recreation Structures**

- 1) Any structure or apparatus used for play or recreation including pool slides.

## **10. Requirements for all Structures**

### **A) Rear Yard Setback Requirements**

- 1) Gazebo, Shade Trellis / Pergolas, Playhouse/Structures & Deck - Minimum 10' from property line, adjacent home, fence/wall and/or top of slope, whichever is more restrictive. Allowances to extend beyond the original established slope line may be permissible with an approved engineered retaining wall system or pool edge.

### **B) Side Yard Setback Requirements**

- 1) Gazebo, Shade Trellis / Pergolas, Playhouse/Structures & Deck - Minimum 10' from property line adjacent home, perimeter fence/wall and/or top of slope, whichever is more restrictive.
- 2) Shade Trellis / Pergolas - Minimum 10' from property line, adjacent home, perimeter fence/wall and/or top of slope, whichever is more restrictive.

### **C) Maximum Structure Heights**

- 1) Gazebos - 12' above paving
- 2) Shade Trellis / Pergolas - Bottom trellis finish height to be 8' above paving (paving finish height is established by exterior door sill or clearance of exterior door opening header).
- 3) Decks - 2' off the ground
- 4) Deck Railings - Per City Code and must be aesthetically complementary to the home.
- 5) Balconies - Maximum Height is established by the exterior door opening of second floor access.
- 6) Balcony Railings - Per City Code and must be aesthetically complementary to the home.
- 7) Play House / Recreational Structures
  - a) 8' maximum height as measured from the original soil grade.
  - b) 6' high with structure raised off the ground no more than 2'
  - c) Structures shall be buffered from public view including neighboring residences with appropriate planting, not to exceed six (6) feet in height.
- 8) Note – Additional heights may be allowed on certain structures if required to accommodate an adjacent window.

**D) Materials for all Structures**

- 1) Gazebos - Alumawood or wood construction, color shall be compatible with, or match existing home. Roof material (if solid) shall match existing home roof tile material and color. No enclosed patios or gazebos are approvable.
- 2) Shade Trellises / Pergola Structures - Alumawood or wood construction, minimum 4"x4" post size, minimum 2"x3" lattice size. Color and detailing shall be compatible or match existing home color(s) and style.
- 3) Decks - Trex or similar engineered materials, wood construction or other deck materials. Color and detailing shall be compatible or match existing home color(s) and style.
- 4) Balconies - Trex or similar engineered materials, stucco, or wood construction. Color and detailing shall be compatible or match existing home color(s) and style.
- 5) Playhouses/Recreational Structures - Wood, plastic or metal construction. Wood must be stained, painted and/or sealed. Colors shall be earth tones and be complimentary to, or match, colors of existing home.

**E) All Design Work for Landscape, Hardscape and Structures Must Include:**

- 1) Construction plans drawn "To Scale" with dimensions
- 2) Plan size to be a minimum of 24" x 36" - Architectural Drawing "Size D"
- 3) Location of residence on lot and dimensions from lot line and original slope line.
- 4) Drawings must show affected elevations.
- 5) Location of area drains must be included on plans.
- 6) In an effort to expedite the process, the DRC **recommends** (but is not required) the inclusion of digital copies of all submitted drawings, specifications and brochures.
  - a) Digital file format must be PDF
  - b) Scanned plans or documents must be legible in their printable size
  - c) If your contractor cannot provide digital plans or if they are hand drawn, a local Reprographics business offering "Large Format Scanning" services can provide them in a digital PDF file format and also print extra copies.

7) Site Plans must include:

- a) Elevations Views - must provide rear and side elevations including existing home elevations and photos for any structures that are free standing or attached to the home including but not limited to:
- b) Shade Trellises / Pergola Structures (60% covered max)
- c) Patios with solid covered roof to match home
- d) Decks that are no higher than 2' above finish grade
- e) BBQ's
- f) Balconies for two story homes only
- g) Pool wall edge when visible at slope line
- h) Recreational structures

8) Provide construction details/catalog cut sheets

9) Shall be subject to review and must be reviewed and approved by the DRC prior to construction.

10) "Variance for Design Review Form Exhibit D" must be provided for any improvement that does not comply with the Design Guidelines. The DRC then makes a recommendation of an Approval or Denial to the Board where the Board then has the authority to approve above each in a case-by-case basis.

**F) "Fuel Modification Zone" Maintenance**

- 1) Lots that include a "Fuel Modification Zone" setback area where combustible materials are not permitted and/or "Firewise" landscaping is required (see CC&Rs Exhibit "PL") or where a fire management easement of the Association is located, shall maintain such areas in compliance with all applicable requirements, limitations and restrictions of the Fire Protection Plan. Refer to CC&Rs Article 8, Section 8.3.17.

**G) Aggressive Dog Pen**

- 1) Shall not exceed 6' in height if it is located within 15' of a Lot boundary line and shall be posted with a sign that clearly displays the words, "Dangerous Dog." The element must be screened from neighbor's views with tall plant material. This will not only aid in screening the view of the element but filtering the line of sight from one yard to another. See sign guidelines in the Community Guidelines. Refer to CC&Rs Article 8, Section 8.3

#### **H) Walls, Fences and Gates**

- 1) Fences of wood or any other combustible material, chain link, poultry wire, woven wire, aluminum, sheet metal, reeds, straw, bamboo, rope and other similar temporary or commercial materials are not permitted.
- 2) Return walls shall be colored precision or slump stone to match existing walls or shall match existing design materials and colors. Tubular steel, vinyl or wood-Crete fencing may be used in certain situations such as slope conditions and will be considered on a case-by-case basis.
- 3) No double fences shall be allowed along adjoining property lines.
- 4) Fencing and walls shall not exceed six (6) feet in height unless garage differential requires one side to be. There is a 36" maximum height on front yard low walls.
- 5) Side gates are to complement adjoining walls. A privacy screen (mesh) will be required on any tubular steel side gates behind which trash cans or other utilities would otherwise be visible from the street. This mesh must be metal and permanently attached to the new fencing. Gates must fit well with the aesthetics and style of home. Details of all gates must be provided (material, design, color and dimensions). A cut sheet, design or photo of similar showing any ornamentation or design intent must be submitted to the DRC first for approval.
- 6) No gates or other means of access to the Master Association Property adjacent to a Lot are permitted to be installed in any wall or fence of a Lot.
- 7) Movement of fences to a location different than originally installed by the Declarant is not permitted.
- 8) No owner's trees or bushes shall be allowed to grow or maintained on the Association's fabric covered or "Keystone Walls."
- 9) No raised planters may be installed against existing walls. Do not raise or retain soils against existing property-line walls. If soil is to be retained a sub-wall must be built with minimum a 2" gap from the existing wall. This wall must be waterproofed and result in an enclosed planter.

#### **I) Swimming Pools, Water Features and Spas**

- 1) Before installation of a spa or pool it is recommended that owners consult with a licensed soils engineer and/or review the Lot's soils report to ensure that the improvement is designed and constructed correctly.
- 2) No pool slides may be installed adjacent to a neighboring home or should not be visible from the Association Property or streets.

**J) Fountains and Waterfalls**

- 1) Hardscape fountains and waterfalls may be incorporated into the hardscape design of your front and/or rear yard with prior written approval of the DRC, provided they meet certain guidelines.
- 2) The size, location, material, and color of fountains/waterfalls shall be compatible with the design of the home.
- 3) All proposed statuary and water features, (especially front yard improvements), must be accompanied by a color photograph or drawn detail with dimensions, colors and materials for consideration. No rear yard water feature may exceed the height of the fencing.
- 4) Owner should take into consideration neighboring homes and impact that noise from fountains, waterfalls and other water features might have prior to installation.
- 5) The Association may impose time restrictions for the hours of operation for such features.

**K) Temporary Buildings**

- 1) No outbuildings, tents, shacks, trailers, garage or other temporary buildings or improvements shall be used at any time as a residence, either temporarily or permanently. Refer to CC&Rs, Article 8, Section 8.3.1.

**L) Barbecues and Fireplaces**

- 1) Barbecues, outdoor fireplaces, or other similar items must be set back a minimum of 5' or equal its height, whichever is more restrictive. For example, a 6' high fireplace must be set back 6' minimum from both rear and side property lines. Height may not exceed 8'.
- 2) All improvements involving open fire must be gas – burning only.
- 3) The applicable governmental entities or agencies may have more restrictive guidelines and owners are required to obtain all necessary permits. Such improvements are prohibited in areas of a Lot that includes a "Fuel Modification Zone."

**11. General Landscape Standards**

Landscaping can be effectively used to accent entryways, define space, and create "soft" privacy screens. Since landscaping is a design element, the same consideration should be given to the relationship of the applicant's residence to adjacent residences.



**A) Front and Rear Yard Landscaping:**

- 1) Owners must submit plans to obtain DRC approval within 45 days and complete improvements for the front and side yards within 180 days.
- 2) Plans for the rear yard must be submitted within 180 days
- 3) Improvements for the rear yard must be completed within 12 months of the original Close of Escrow.

**B) Conformance with Community Design and Plan**

- 1) All landscaping, plantings, and installation of permanent irrigation systems by an owner shall remain aesthetically consistent with the design and plan of the community.

**C) Visibility Restrictions to Vehicular Traffic**

- 1) Trees, hedges, and shrubs which restrict sight lines for vehicular traffic from neighboring units shall be cut back or removed.

**D) Plants and Trees used as Visual Barriers**

- 1) Any plant material, including trees and shrubs, planted to create a visual barrier/privacy screen will be reviewed by the DRC on a case-by-case basis.
- 2) Use of Italian Cypress (*Cupressus Sempervirens*) or other similar plants to create barriers/screens is not permitted.
- 3) Please refer to Exhibit "PL" for a complete list of acceptable for Firewise plant material.

**E) Setback Requirements at Sidewalks**

- 1) No raised hardscape (walls, pilasters, stairs, etc.) may be installed up against the back of the sidewalk.
- 2) A significant planter area must be provided between the proposed improvement and the back of the sidewalk.
- 3) The minimum setback is 36" unless the size of the front yard would prohibit such a setback.
- 4) Any proposed setback of less than 36" will be reviewed by the DRC on a case-by-case basis.
- 5) Areas exist on the project where the Builder has needed to add walls that do not follow this setback and as such are considered to be a granted waiver.



#### **F) Drainage**

- 1) Area drains must be installed in private yards for adequate drainage to permit the plants to survive and to minimize the ponding of water.
- 2) There shall be no interference with the established drainage patterns over any lot, or Association Property, unless an adequate alternative provision is made for proper drainage.
- 3) The landscape irrigation system shall be designed to prevent excessive saturation of soils.
- 4) Planters created by walkways next to a residence should be lined with an impervious surface and should contain drain inlets to drain excess water.
- 5) Owners must be compliant with Water Quality Management Requirements and implementation of the Best Management Practices (BMPs). It is the intent of the local governmental agencies that as much drainage water remain on the property as possible and be allowed to filter down through the soil. Only excess water should be allowed to reach the street. The water reaching the street should be no more polluted than water derived from the potable supply at the home.

#### **G) Shrubs, Groundcover and Turf**

- 1) Front yard unpaved ground plane must be covered with at least 75% plant material. These percentages must be attainable within three to six months of the owner submitted notice of completion or additional plants may be required subject to the direction of the DRC. This percentage does not include the space taken up by the existing driveway.
- 2) Large areas of bare earth or rocks are not permitted and all plant material must be contained within the lot.
- 3) In order to be considered fully planted, the landscape must have at least one plant (shrub, ground cover or tree) installed every 3' on center. Each plan must indicate that this amount of landscaping has been satisfied.

#### **H) Paved Areas**

- 1) Driveway expansions may be considered in **ONE** of the following situations: Refer to "Illustrations of the Allowable Options for Widening Driveways Exhibit F".
  - a) All front yard paving shall not exceed 50% coverage of the total area unless the current City Code is more restrictive.
  - b) The driveway may be widened 3' on each side with a compatible material to aid in entering and exiting vehicles.

- c) The adjoining property side of the driveway may be widened a maximum of 6' as long as there is a landscaped bed that is 2' wide or more separating the hardscape from the property line.
  - d) The driveway may be widened 8' at the top of the driveway tapering to a 6' width no less than 6' from the end that touches the sidewalk.
- 2) Any hardscape exceeding the 6' width must be composed of compatible pavers. If any driveway hardscape abuts a retaining wall, there must be a landscaped bed that is at least 2' wide between the wall and the driveway.
  - 3) NOTE – The rule of having 50 % of the area landscaped in the front yard is still in effect and may need to be increased in other front yard areas to offset any added hardscape.

**I) Lava and Decorative Rock**

- 1) Rock, gravel, bark and/or mulch must not be the dominant or the primary feature in the front yard. Mulch should be used as an accent to the plantings and not become the main feature.
- 2) The plan must show the total percentage of the overall front yard to be covered by rock and/or gravel.
- 3) Colors must be used which blend with the natural landscape. The colors should be muted and not bright or strong against the home.

**J) Miscellaneous**

- 1) Exterior Painting:
  - a) Any change in the color of the exterior of a building or of a single-family residence, regardless of whether submitted by an owner, must receive the written approval from the Sky Ranch Community Association DRC.

**K) Unsightly Items:**

- 1) All weeds, rubbish, debris, or unsightly materials or objects of any kind shall be regularly removed from the lots and shall not be allowed to accumulate thereon.
- 2) All clotheslines refuse containers, wood piles, storage areas, machinery and equipment shall be prohibited upon any lot unless obscured from view of adjoining streets, sidewalks, lots, residences, or Association Property. Refer to CC&R Article 8, Section 8.3.11.

**L) Flagpoles**

- 1) The installation of flagpoles and flag size shall be subject to review by the DRC.
- 2) Flags must be replaced regularly as needed when ripped or faded as defined in the Community Guidelines.

**M) Window Coverings**

- 1) Only curtains, drapes, shutters, or blinds may be installed as permanent window coverings. All window coverings shall be of uniform neutral color that is consistent with the exterior color scheme of the home.
- 2) Window tinting is not permitted. No aluminum foil, paint, newspaper or similar coverings deemed to be inappropriate for a window covering shall be applied to the windows or doors of any residence.
- 3) Owners may use plain clean white sheets to cover windows after the close of escrow pending the installation of drapes, curtains, shutters or other appropriate interior window coverings for Six months following the close of escrow.

**N) View Obstructions**

- 1) The DRC shall consider the effect of any improvement on the view of adjacent Lots.
- 2) No vegetation or other obstruction shall be approved in any location of such height as to unreasonably obstruct the view from any neighboring Lot, nor will any vegetation be allowed to grow to such a height or density as to unreasonably obstruct such views.
- 3) Any dispute between owners must be filed with DRC whose decision shall be binding. (see CC&Rs, Article 7, Section 7.3)

**O) Rain Gutters and Downspouts**

- 1) Such improvements shall be primed and painted to match the original color provided by Lennar.

**P) Screen and Security Doors**

- 1) Such improvements, located on the front door or entrances should be simple in design and shall be required to be painted to match and/or compliment the residence. This includes Vanishing or Retractable type screen doors with color to match door frame.
- 2) A drawing, brochure or photo of the proposed door must be submitted to the DRC for review and approval.

**Q) Satellite Dishes and Antennae**

- 1) The proposed location of an "Authorized Satellite Dish" is required to be reviewed and approved by the DRC prior its installation in order to preserve the aesthetics of the community and minimize its visibility with respect to other owners. Refer to CC&Rs, Article 8, Section 8.3.12.
- 2) Non-Parabolic type antennae are prohibited in the Sky Ranch Community
- 3) Satellite dishes "Parabolic Antennae(s)" designed to receive video programming services via multi-point distribution services may be installed in an area under an owner's exclusive use or control so long as such satellite dishes are (1) one meter (36") or less in diameter.
- 4) Installed in the least visually obtrusive portion of an owner's property where an acceptable quality signal can be received, so long as such installation is not unreasonably expensive.
- 5) All wiring/cabling must be secured to the home, and wiring should match the color of the stucco or be painted to match, or it must be installed so as not to be visible.
- 6) Notification. Before installing an outdoor satellite dish the owner must notify the DRC in writing. A representative of the DRC may inspect the proposed satellite dish location to determine compliance with the above requirements.

**R) Turf, Synthetic Type**

- 1) Product must emulate a real grass lawn in thickness, density, color including the natural brown undergrowth. Manufacturer's installation methods, requirements and quality are vital to an acceptable installation including drainage, base compaction, seams, edging and granular infill.
- 2) Approx. 9" x 9" sample must be submitted for approval including Manufacturer, Product Name and manufacturer's installation recommendations.

**S) Artificial Plants**

- 1) Artificial plants are prohibited unless reviewed and approved by the DRC.

**T) Front Doors**

- 1) Replacement of front doors may include decorative colorless glass, and panels complementing the home style.
- 2) Door height size must not be changed.
- 3) Door color should remain as original unless proposing a natural wood finish.

- 4) Doors must meet all building code access and fire rating requirements.

#### **U) Garage Doors**

- 1) Replacement door must include the SRA community standard simulated wood with factory painted metal finish sectional doors.
- 2) Doors may include glass panels for natural lighting and must conform to the architectural style of the home.

#### **V) Solar Electrical Panels**

- 1) For house rooftop installations only and are prohibited on attached additions or independent exterior structures such as pergolas, trellises, patio covers etc.
- 2) Electrical conduit should be hidden from view on exteriors of home whenever possible.
- 3) Any exposed electrical conduit or components must be painted to match adjacent surfaces including roof tiles.
- 4) It is recommended but not required that the inverter be installed inside of garage if possible for aesthetic benefits.
- 5) Owners need to be aware that options are available from their contractor to run roof protrusions such as vent pipes under the solar panels (if not to relocate them all together) in order to have a continuous symmetrical panel layout and potentially add more panel area or utilize less roof space. Inquire with the DRC for successful methods already used in Sky Ranch.
- 6) Solar panel installations are prohibited on ground slopes and banks, yard area and independent exterior structures.

#### **W) Solar Thermal Panels**

- 1) For house rooftop installations only and are prohibited on attached additions or independent exterior structures such as pergolas, trellises, patio covers etc.
- 2) Paint pipe and hardware accessories to match adjacent surfaces when possible.
- 3) Restrictions for installation include ground slopes and banks, yard area visible to the surrounding community or on the front of homes facing the street view.

**Conditions not defined: Any condition or material not defined within these Design Guidelines shall become a matter of judgment on the part of the DRC and Board.**

**12. Forms / Exhibits**

**A) Property Improvement Form - Exhibit A**

**SKY RANCH COMMUNITY ASSOCIATION** Lot \_\_\_\_\_ Tract Number \_\_\_\_\_  
 Property Management Tract Name \_\_\_\_\_  
 Close of Escrow \_\_\_\_\_  
 Resubmittal  Yes  No (Check One) Submittal Date \_\_\_\_\_  
 X \_\_\_\_\_ Name \_\_\_\_\_  
**Owner's Signature** \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 Property Address \_\_\_\_\_

<b>PLAN SUBMITTAL CHECKLIST</b>
<input type="checkbox"/> Three (3) Copies of "Property Improvement Form Exhibit A"
<input type="checkbox"/> Three (3) Copies of "Neighbor Awareness Form m Exhibit B"
<input type="checkbox"/> Three (3) Copies of Proposed Plans (Must include details of size, design, color and materials listed on each set of plans.
<input type="checkbox"/> Drawing Requirements for all Drawing Design Work per Section 10E.
<input type="checkbox"/> Names of Plants (include the common name if Latin names are used)
<input type="checkbox"/> Application fee for each submittal is \$175.00 plus a Deposit of \$300.00 Make checks made payable to: Sky Ranch Community Association.
<input type="checkbox"/> Color photograph of the front of the Home. (Will not be returned)
<input type="checkbox"/> Within Thirty (30) days of completion, a "Notice of Completion Form Exhibit C" with photographs of all improvements must be filed.
<b><u>* Deposits are Returned Upon Approved Acceptance of Completion.</u></b>

**PROJECTS BEING SUBMITTED: CHECK ALL THAT APPLY TO THIS SUBMITTAL**

<b>ARCHITECTURAL</b>	<b>LANDSCAPE / HARDSCAPE</b>	<b>EQUIPMENT</b>																		
<input type="checkbox"/> Deck <input type="checkbox"/> Balcony <input type="checkbox"/> Gazebo <input type="checkbox"/> Patio Cover <input type="checkbox"/> Shade Trellis <input type="checkbox"/> Painting <input type="checkbox"/> Rain Gutters <input type="checkbox"/> Room Addition <input type="checkbox"/> Solarium <input type="checkbox"/> Patio Slab	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px;">Landscape</td> <td style="border: 1px solid black; padding: 2px;">FENCE</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Front</td> <td style="padding: 2px;"><input type="checkbox"/> Front</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Rear</td> <td style="padding: 2px;"><input type="checkbox"/> Rear</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">HARDSCAPE</td> <td style="border: 1px solid black; padding: 2px;">WALL</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Front</td> <td style="padding: 2px;"><input type="checkbox"/> Front</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Rear</td> <td style="padding: 2px;"><input type="checkbox"/> Side</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">TREES</td> <td style="padding: 2px;"><input type="checkbox"/> Rear</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Submit Type, Size &amp; Location</td> <td style="padding: 2px;"><input type="checkbox"/> Extension</td> </tr> <tr> <td></td> <td style="padding: 2px;"><input type="checkbox"/> Drainage</td> </tr> </table>	Landscape	FENCE	<input type="checkbox"/> Front	<input type="checkbox"/> Front	<input type="checkbox"/> Rear	<input type="checkbox"/> Rear	HARDSCAPE	WALL	<input type="checkbox"/> Front	<input type="checkbox"/> Front	<input type="checkbox"/> Rear	<input type="checkbox"/> Side	TREES	<input type="checkbox"/> Rear	<input type="checkbox"/> Submit Type, Size & Location	<input type="checkbox"/> Extension		<input type="checkbox"/> Drainage	<input type="checkbox"/> Air Conditioner <input type="checkbox"/> Fireplace/Fire Pit <input type="checkbox"/> Built-in Barbeque <input type="checkbox"/> Lighting <input type="checkbox"/> Pool/Spa/Equip <input type="checkbox"/> Solar Panels <input type="checkbox"/> Playhouse <input type="checkbox"/> Play Equipment <input checked="" type="checkbox"/> Waterfall/Fountain
Landscape	FENCE																			
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TREES	<input type="checkbox"/> Rear																			
<input type="checkbox"/> Submit Type, Size & Location	<input type="checkbox"/> Extension																			
	<input type="checkbox"/> Drainage																			
<input type="checkbox"/> Other: _____																				

**A) Property Improvement Form - Exhibit A (cont.)**

- 1) Design Review Committee approval does not waive any Federal, State, or local regulation.
- 2) Design Review Committee approval does not constitute acceptance of any technical or engineering specifications, and Sky Ranch Community Association assumes no responsibility for such. The property owner is responsible for all technical and engineering specifications. The Design Review Committee reviews for aesthetic purposes only.
- 3) Submit front and side yard plans within forty five (45) days of the close of escrow and complete improvements within 180 days of the close of escrow. Submit rear yard plans within 180 days of the close of escrow and complete rear yard improvements within twelve (12) months of the close of escrow.
- 4) An oversight of a provision of the CC&Rs, or Design Guidelines, does not waive the rule. Corrections may be required.
- 5) Approval of drawing is not authorization to revise the original drainage system installed by the homebuilder and approved by the County/City.
- 6) The use of neighbor's yard for construction access is not permitted unless the neighbor has given written consent, which includes a description of the access area. The use of property owned and/or maintained by the Association for construction access or storage is not permitted, unless authorized by the Association and the applicant signs a waiver of damage and posts a construction deposit for repairs of damage to property owned and/or maintained by the Association.
- 7) The property owner is financially responsible for any repairs to property owned and/or maintained by the Association damaged by a property owner's project.
- 8) Building materials may not be stored on streets, sidewalks, Association Property, or on property owned and/or maintained by the Association. Streets may not be obstructed by construction equipment.
- 9) Approval of drawings is not authorization to proceed with improvements on any property other than the lot reviewed by the Design Review Committee and owned by the applicant. All construction, reconstruction or alteration of any structure must take place wholly within and upon property owned by applicant.
- 10) Approval is subject to good landscape practices (e.g. proper spacing of trees, adequate drainage, and appropriate types of vines on walls).



**B) Neighbor Awareness Form - Exhibit B**

The attached plans dated \_\_\_ / \_\_\_ /20\_\_\_ were made available to the following neighbors for review:

Impacted Neighbor	Impacted Neighbor
Name	Name
Address	Address
Signature	Signature
Date	Date

**Common Area or Back Yard – Rear of Home**

Impacted Neighbor		Impacted Neighbor
Name		Name
Address		Address
Signature		Signature
Date		Date

**Your Street – Front of Home**

Impacted Neighbor	Impacted Neighbor	Impacted Neighbor
Name	Name	Name
Address	Address	Address
Signature	Signature	Signature
Date	Date	Date

My neighbors have seen the plans I am submitting for the Design Review Committee review (see above verification). I as the owner certify that I have requested that my neighbors sign this statement confirming notification. I understand neighbor objections do not in themselves cause denial of the plans. If the home is not yet sold or occupied, I have had a builder representative sign in the appropriate box to confirm that the home is not occupied.

**SUBMITTED BY:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_





**D) Variance for Design Review - Exhibit D**

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Property address: \_\_\_\_\_

Tract: \_\_\_\_\_ Lot: \_\_\_\_\_

Owner name: \_\_\_\_\_

Description of variance requested: \_\_\_\_\_

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Signature of Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

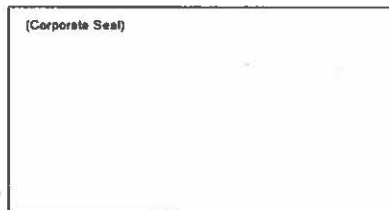
CC&Rs Article: \_\_\_\_\_ Section: \_\_\_\_\_

Design Review Committee (signatures) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of recordation: \_\_\_\_\_

**Attached:**

1. Property Improvement Form
2. Neighbor Awareness Form
3. Complete set of plans
4. Owners written request for variance

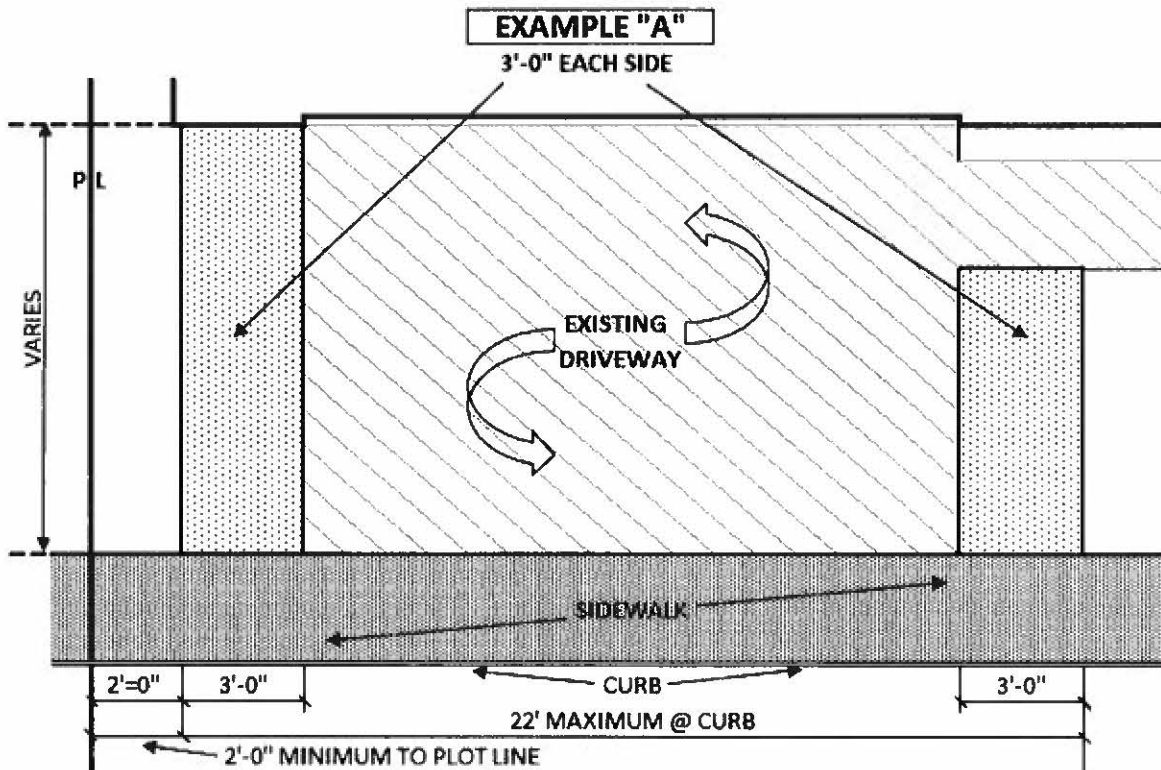


**E) Landscape and Structure Plans Check List - Exhibit E**

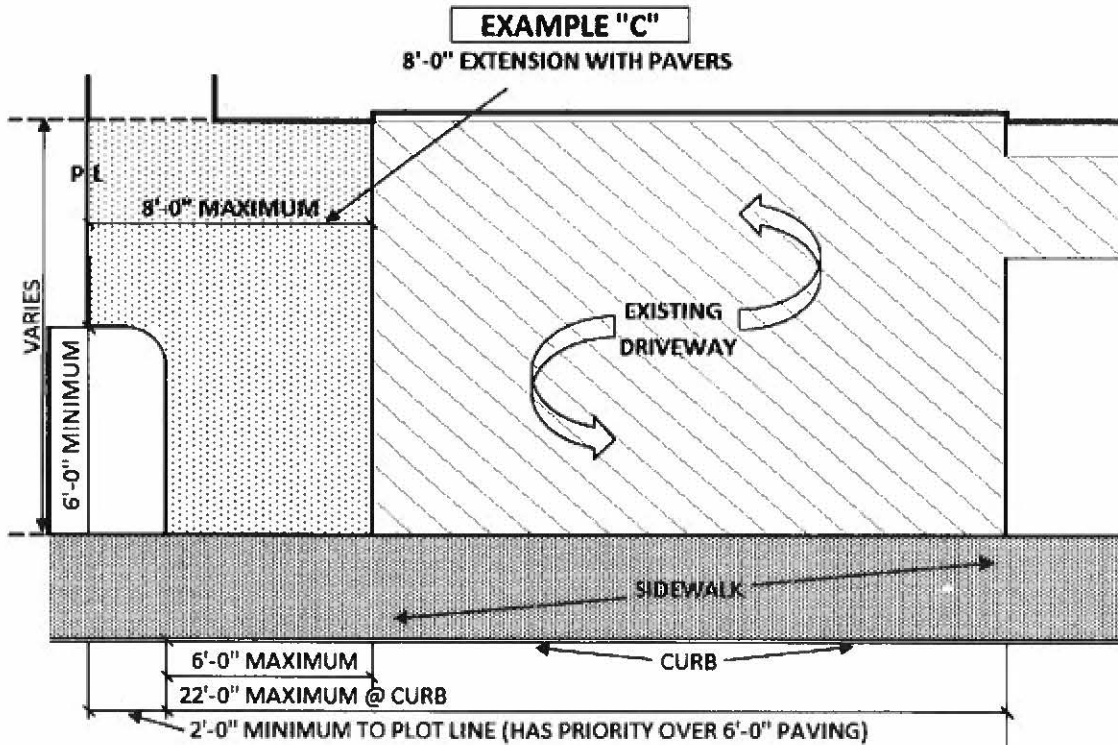
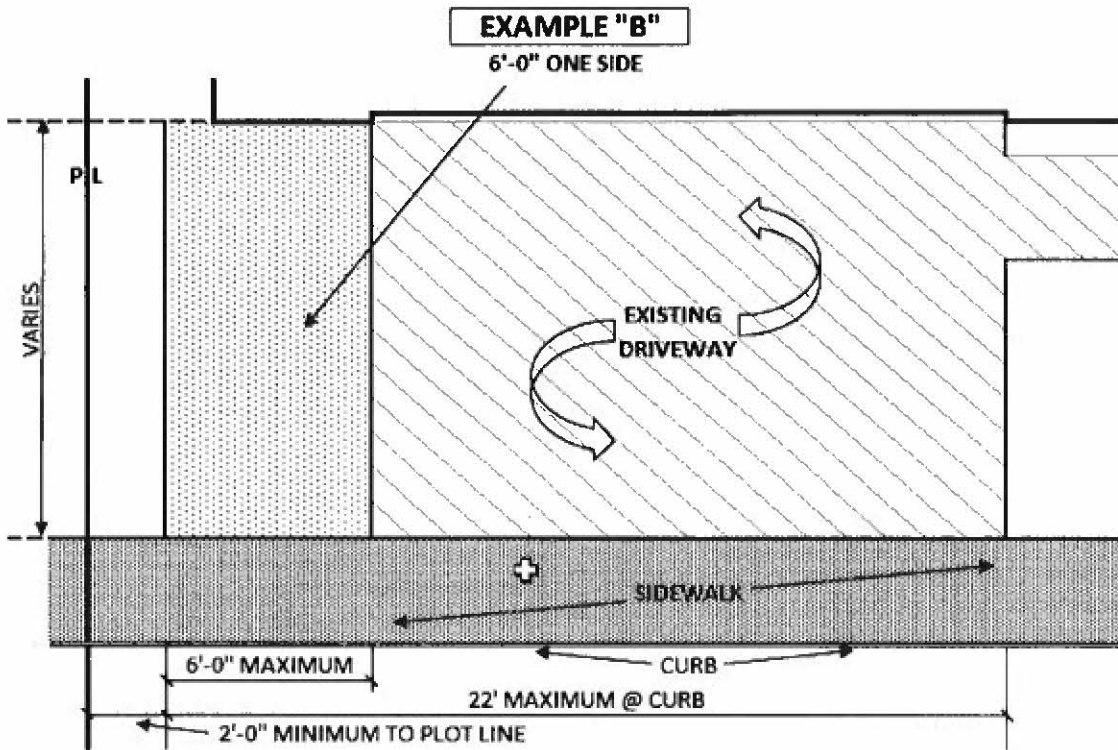
- 1) Drawing and Title Block including:
  - a) Owner Name
  - b) Address
  - c) Drawing date
  - d) Sheet Index if applicable
  - e) Scale reference
  - f) Drawing Legend
- 2) Include Property lines
- 3) Fire Modification Zone (FMZ) if applicable. Check with Property Management if assistance is needed locating your map.
- 4) Improvement dimensions/distances in reference to home, property and slope lines
- 5) Existing Conditions prior to improvements (can include photos)
- 6) Slope of existing and new grading for drainage
- 7) Slope of existing and new paving for drainage
- 8) Dimensions of new structures and tree locations in reference to property and slope lines
- 9) Elevations defining structure heights
- 10) Sections of pergolas, gazebos, retaining walls, pools etc. at property and slope lines.
- 11) Specifications
  - a) Material manufacturer, model, color, color images etc.
  - b) Confirm if matching existing finishes and if required by the Design Guidelines.
  - c) Confirm all materials in compliance with Design Guidelines
- 12) Sample Construction Drawings for reference will be made available through your Property Management Homeowners Web Portal.

**F) Allowable Options for Widening Driveways - Exhibit F**

- 1) **All front yard paving shall not exceed 50% coverage of the total area unless the current City Code is more restrictive.**
- 2) Note the order of priority for all allowable dimensional changes to the three options shown.
  - #1) 2'-0" Minimum distance to the Plot Line
  - #2) 22'-0" Maximum driveways and extended paving at sidewalk
  - #3) 8'-0" Extended paving width between driveway and plot line
- 3) No changes can be made to sidewalks or curbs including coring for drain lines.
- 4) Changes to properties with reverse plans apply accordingly
- 5) Dimensions noted would be different when two separate garage doors or unusually shaped properties occur. Inquire with DRC to review.
- 6) **All proposed changes must be reviewed and approved by the DRC.**

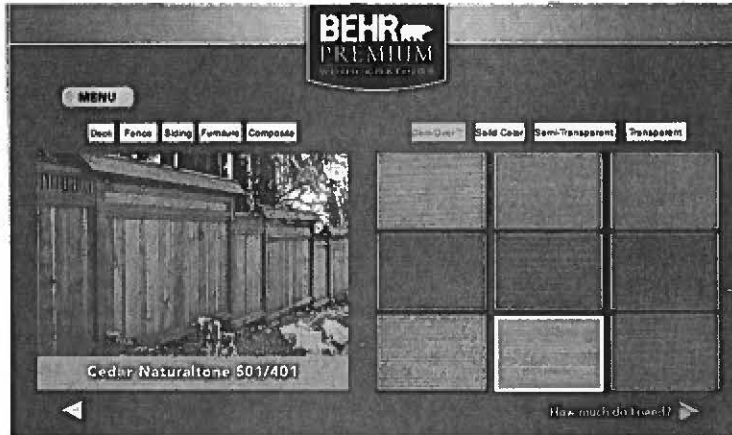


**F) Allowable Options for Widening Driveways - Exhibit F (cont.)**



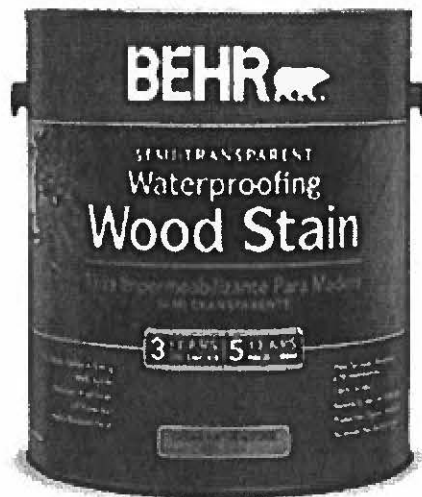
**G) Approved Stain and Finishes for Wood Fencing - Exhibit G**

The specified color is Behr Cedar Naturaltone color number 501.



There are two approved types of Behr stains:

- 1) Waterproofing Wood Stain – Semi-transparent and Opaque – Both are acceptable.
- 2) Weatherproofing All-In-One Wood Finish – Transparent. This is darker and covers better as the fences are aging.
- 3) Note – Behr Weather Proofing All-In-One is the standard stain used by SRCA to maintain the common community wood fencing. Contact the Property Management for SRCA recommended fence preparation Standards.



**#1**



**#2**

The Behr line of products are available at Home Depot. Other brands may be submitted for approval but must not vary in color or finish.