

Architectural and Landscape Review Guidelines and Procedures

Revised August 16, 2007

I. Objective:

The objective of the Architectural Control Committee (ACC) is to facilitate the evaluation of proposed improvements for each residence in order to assure and promote a cohesive improvement program which will benefit and enhance the quality of living for each individual family.

Sensitivity to the privacy of each resident regarding visibility, noise, odor, vegetation infringement, night lighting, security, hazardous situations, child proofing, animal control, etc., will be thoroughly evaluated.

Each proposed improvement must first comply with any and all CC&R requirements, as agreed, as well as local codes and ordinances. Approval by the Association does not, however, constitute a representation or warranty by the Association that the proposed improvements comply with local codes and ordinances.

While consideration may be given by the Architect, with regard to the obstruction of any homeowner's view, the documents specifically do not protect any homeowner's view, and protection of any such views may or may not be considered when approving a proposed Improvement. Such consideration is solely at the discretion of the approving architect.

These Guidelines and Procedures are in no way an attempt to dictate the character of the design program, but rather to assure that the design program takes into consideration any obstructions and/or adverse effects to surrounding neighbors.

II. Construction and Installation Rules

1. Toilets, sand, construction material and/or other related items are not permitted on the street or sidewalk.
2. Contractors are required to clean up each day after construction by hosing down and/or sweeping the sidewalk and street area. Contractors should not be flushing dirt, debris, sand, etc. into the street or gutter areas. All local Best Management Practices for Storm Water Pollution must be strictly followed.
3. Contractors and/or other service providers may not trespass onto any other lot without said lot's written permission.
4. Construction trailers or equipment may not be stored overnight on the streets or on any lot.

5. All trash dumpsters used during construction and installation of improvements must have a cover placed on them. Please have the trash dumpster covered at all times, except of course when you are dumping materials into the trash.
6. Sandbags or other erosion or sediment control devices installed by Declarant during initial construction should not be removed until Owner's lot is landscaped, and the planting is established. All broken sandbags must be removed immediately and replaced.
7. Homeowners are responsible for ensuring that no runoff from the Owner's lot occurs and each Owner is required to take action reasonably necessary to prevent any runoff.

III. Owners/Designer Responsibilities and Procedure:

1. Each owner shall submit three (3) sets of plans, three (3) sets of the ACC application, including neighbor awareness form and three (3) sets of the submittal checklist to the Association for review and compliance. Along with an architectural processing fee of \$150.00 for front or rear yard, if submitted separately, \$200.00 for front and rear, if submitted at the same time, made payable to Crown Ranch Homeowners Association. If a third plan check is required, an additional \$100.00 will be required.
2. The Owner or his/her design representative shall be responsible for checking the CC&R's requirements and with the local governing agencies to assure that all Improvements and setbacks meet the requirements of local codes and ordinances.
3. The Association or their representative shall not be held liable for non-conformance with local codes and ordinances. Nor shall their representative be held liable for site design discrepancies and neighboring non-approvals. If your lot has any restrictions, it is your responsibility to ensure you are abiding by those restrictions. The Association (ACC or Board) cannot approve or supersede any type of restriction on your Lot; therefore, if such restriction is accidentally approved it is the Owner's responsibility to advise of such and approval for such plans will be deemed denied by the Association.
4. The Owner or his/her design representative shall be responsible for contacting the Association representative at (951) 817-3077 to clarify any comments regarding the design review prior to the re-submittal of the Landscape Improvement Plans.
5. The Association or its agent reserves the right to inspect any improvement at any time during the construction process to ensure that the improvement is being completed in accordance with the approved plan. Per the CC&Rs, each homeowner, by accepting title to their lot, has agreed to such an easement for inspection.
6. If plans are denied by the ACC, plans may be resubmitted with the appropriate changes or modifications. Re-submittal may require an additional 30 days if changes

are substantial. If you are not satisfied with the denial or request for changes, you have the right to appeal the decision of the ACC to the Board of Directors. You must submit your request, in writing, to appeal the ACC's denial, within 30 days of the denial by the ACC. Your request will be placed on the agenda at the next regularly scheduled open board meeting session.

IV. Association Responsibilities:

First Plan Check/Review:

1. We shall review the initial submitted landscape plan(s) for guideline compliance, CC&R compliance and local codes and ordinance compliance.
2. Plans will be approved or denied within thirty (30) days of complete submittal.
3. In the event concerns and/or corrections are required to the provided landscape plans, we shall provide a redline print(s) along with an itemized checklist of the required corrections. We shall also provide re-submittal requirements.

Second Plan Check/Review (if required):

1. Upon re-submittal, a second plan check review will be conducted, with the anticipation that all concerns and/or corrections have been addressed. At which time a letter of "Approval" shall be forwarded to the homeowner.
2. In the event the indicated concerns and/or corrections have not been addressed, in their entirety, we shall again provide an additional redline print(s) along with an itemized list of the required corrections.

Third Plan Check/Review (if required):

1. Upon re-submittal, a third plan check review will be conducted, with the anticipation that all concerns and/or corrections have been addressed. At which time a letter of "Approval" shall be forwarded to the homeowner. There is an additional fee for a third plan check.
2. In the event the indicated concerns and/or corrections have not been addressed, in their entirety, we shall again provide an additional redline print(s) along with an itemized list of the required corrections. At this time, the Board may get involved in the process, if said homeowner is uncooperative with the architect hired by the Association.

SUBMITTAL REQUIREMENTS

Plan requirements for all submittals:

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|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Completed "Architectural Request Form" and check for \$150 or \$200 (if required) and |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> the completed "Neighborhood Awareness Form" |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Date on plans |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Three (3) complete sets of plans, application and forms |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> House/Property street address & phone number |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> House/Property lot and tract number |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Proper scale (Site plan @ 1/8" - Floor plans @ 1/4" - Elevations at 1/8" - Landscape @ 1/8") |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Name, address & phone number of entity who prepared the drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Site and/or Landscape Plan:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Show all property lines accurately as to length, angles and amount of curve. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Show existing building(s)/structure(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Show existing walls, fences, gates, sidewalks, paving, planters and other constructed or hardscape elements which impact the design |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Show all applicable utilities & improvements |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Show proposed planting areas |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Show proposed decks, fences, walls, stairs, trellises, arbors gazebos, spas, ponds, fountains, ornamental rocks, barbecues, courts, play equipment, apparatus and yard lighting. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Plans for proposed fence and wall drawings shall note materials, colors and heights. Heights shall be noted relative to the immediate ground elevation. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Pools and spa plans shall include the locations, size and sound mitigation treatment of all mechanical equipment. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Dimensions (In feet and inches) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Grade changes |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Location of new area drains and drain pipe routing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Grading & Drainage Notes |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Construction Notes |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Walls, fences, gates, screens, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Trellises, overheads, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Fountains, ponds, pools, spas, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Barbecues, fireplaces, fire pits, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Mechanical equipment including all motors, pumps, filters, controllers, timers, compressors & air conditioner condensers, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Lighting fixture locations, heights & sizes with bulb type & wattage |

- ☐ ☐ ☐ Exterior lighting to be indirect and shielded from adjacent properties. All lights must be compatible with house design and should be simple in design & color. No
- ☐ ☐ ☐ exposed wires or cables.
- ☐ ☐ ☐ Photos of project site depicting existing site conditions and adjacent property relationships. Show elevation of existing adjacent grade
- ☐ ☐ ☐ Special note - see end of check list

Exterior Elevations:

- ☐ ☐ ☐ Elevations of existing and proposed architectural elements with roof slope pitches
- ☐ ☐ ☐ Ridge heights
- ☐ ☐ ☐ Note all finish materials, colors and textures of proposed work.
- ☐ ☐ ☐ Note if proposed finishes and material are to match existing finishes and materials.
- ☐ ☐ ☐ Color & material board clearly depicting materials and/or colors that differ from existing. Exterior materials, trims, detailing and finishes
- ☐ ☐ ☐ Special note - see end of check list

Floor Plans:

- ☐ ☐ ☐ Indicate all walls, columns, openings and any condition or feature that will affect the exterior design of the structure
- ☐ ☐ ☐ Floor plans of existing and proposed room layouts with horizontal dimensions and all features that affect the exterior - windows, doors, overhangs, etc.
- ☐ ☐ ☐ Show dimensions of proposed work and related existing work and indicate relationship
- ☐ ☐ ☐ Delineate all parts of the exterior that cannot be shown on elevation drawings
- ☐ ☐ ☐ Clearly identify proposed new work areas and differentiate existing work areas from them Special note - see end of check list

Roof Plan:

- ☐ ☐ ☐ Show all existing and proposed roof surfaces, noting pitches and overhangs. Call out existing and proposed roof materials and colors
- ☐ ☐ ☐ Ridge heights
- ☐ ☐ ☐ Special note - see end of check list

Mechanical and Solar Energy Plans:

- ☐ ☐ ☐ Show all mechanical devices exposed to the exterior including solar collectors, storage tanks, piping, and other distribution and collection components
- ☐ ☐ ☐ Devices are integrated into the roof design and flush with existing roof slope
- ☐ ☐ ☐ Frames are colored to complement roof
- ☐ ☐ ☐ No natural aluminum frames
- ☐ ☐ ☐ Mechanical equipment screened

- ☐ ☐ ☐ Special note - see end of check list

GENERAL DEVELOPMENT GUIDELINES

Heights:

- ☐ ☐ ☐ Maximum height of the occupied area of all other structures including patio structures, trellises and gazebos shall be limited to fourteen (14) feet.
- ☐ ☐ ☐ All portions of proposed structure that are decorative and unoccupied and exceed the twelve (12) feet limit are subject to review and may not be permitted
- ☐ ☐ ☐ Vertical trellises, trellage, grills or small arbors are not any higher than seven (7) feet
- ☐ ☐ ☐ Element does not exceed the height of the adjacent property line fence/wall or six (6) feet, whichever is less
- ☐ ☐ ☐ Freestanding fireplace chimney does not exceed twenty four (24) inches greater than the height of the structure to which it is attached
- ☐ ☐ ☐ Special note - see end of check list

Fences and Walls:

- ☐ ☐ ☐ Existing fences/walls are not removed or modified
- ☐ ☐ ☐ No double walls constructed side by side
- ☐ ☐ ☐ Fences, walls and gates are no more than six (6) feet or are the same or less in height than the existing fence/wall
- ☐ ☐ ☐ Retaining walls blend in and compliment style of home
- ☐ ☐ ☐ Planter walls blend in and compliment style of home
- ☐ ☐ ☐ Drainage system provided near wall footing
- ☐ ☐ ☐ No exposed wooden fences with the exception of lattice screens or trellis are viewed from public place
- ☐ ☐ ☐ Material, color & texture to be compatible w/ existing house (no uncovered concrete block)

Fences and Walls Continued:

- ☐ ☐ ☐ Maximum height is 6 feet above adjacent grade or equal to or below the height of existing walls.
- ☐ ☐ ☐ Do not modify (lower or raise) the grade adjacent to any existing walls, fences, gates and or pilasters or columns
- ☐ ☐ ☐ No uncovered concrete block Special note - see end of check list

Door and Window Coverings:

- ☐ ☐ ☐ No screen door on front or main entry door
- ☐ ☐ ☐ No aluminum or metal awnings or covers over windows or patios

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> No aluminum foil, paint, sheets, newspapers, or other unsightly covering on windows |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Garage Doors:

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Garage door is compatible in design and color with house. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Garage door is simple in design and color (no ornate decoration). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Exterior Lighting:

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Lighting fixture locations, heights & sizes with bulb type and wattage noted on plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Lighting is indirect and shielded from adjacent properties |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Lighting is compatible with house design and is simple in design and color |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> No exposed wires or cables |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> No exterior lighting placed so as to cause an unreasonable glare or illumination on any other private property or common area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Lamp source is not high-pressure sodium, metal halide or other inappropriate type |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Patio Covers, Gazebos, Trellis and Sundecks:

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Provide exterior elevations of all proposed structures including trellises, gazebos, and shade structures |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> When proposed improvement is attached to existing home, show the existing elevation in relation to the proposed improvement. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Trellis posts shall be located a minimum of 5 ft. and overhangs a minimum of 3 ft. from existing side or rear yard walls or property lines, whichever is the more restrictive |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Square footage is in proportion to the yard (is not more than 50% of rear yard area). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Trellis height is not to exceed fourteen (14 ft.) above existing finish grade. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Peaked or sloping roofed gazebos are not to exceed twelve (12 ft.) above the existing finish grade to the uppermost height of the roof |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Design, color, finish and detailing must be consistent with the existing house. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Columns may be stucco or wood. (4x4 wood posts must have wood trim to appear wider and more substantial) No exposed metal posts permitted |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Any design features incorporated into the patio cover, gazebo, trellis and/or sundeck must be compatible in appearance with the existing house and surrounding community |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Side elevation not enclosed, except for hand or guardrail or portion of existing dwelling |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Sundecks, Balcony, Open Porch, Etc. Attached to House at Second Floor

Level Height:

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|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No sundeck on or over any portion of a second story roof Floor height does not exceed existing second floor living level Sundeck is directly accessible from living unit levels |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Railing is appropriate to architecture (no horizontal pipe rail) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Special note - see end of check list |

Exterior Stairs:

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|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location, material and color are compatible with existing house. Stair supports are designed as integral parts of house. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Spiral stairs are compatible with architecture of house. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Special note - see end of check list |

Awnings:

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Awnings are compatible in color and design with house. Awnings are simple in design and color. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Awning size, location and form are in scale with the window. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Special note - see end of check list |

Playground Equipment:

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Basketball backboard is compatible with house design and is painted to match adjacent surfaces. (No clear backboards) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Equipment does not exceed twelve (12) feet in height |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Play equipment can exceed perimeter wall height if screened from view with landscaping and color subdued. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Play equipment must be located on private property |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Special note - see end of check list |

Flagpoles:

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|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Flagpoles must be compatible with the color and scale of the house. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Special note - see end of check list |

BUILDING MATERIAL STANDARDS

Exterior Building Walls:

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|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Utilized resawn wood trim to match existing trim, fascia, or barge |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Paint color and finish of trims, fascias, barge and doors matches existing Stucco color and texture matches existing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Exterior cover material is consistent and continuous on building walls |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Window and Door Openings:

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|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Openings are located and detailed in a manner consistent with existing treatment |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Window Glazing, Tinting and Shading:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Glass tinting and shading is consistent with existing treatment |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> No reflective glass films and/or plastic roll up shades are proposed |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Diverter:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Galvanized iron or aluminum diverters are painted to match roof vents or roof material |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Roofs, Flashing and Vents:

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Roofing material matches existing roofing material |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Built up roofing material on flat areas matches existing roof |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Roof pitches match existing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Roof vents and flashing are painted to match roof color or existing vents |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Gutters and Downspouts:

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Gutters and downspouts are painted to match house color or trim |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Wrought Iron and Tubular Steel:

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Wrought iron or tubular steel is galvanized or bonded prior to applied finish color |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Wrought iron or tubular steel matches existing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

LANDSCAPE REVIEW ITEMS

Front Yards:

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|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Paving materials to be compatible with house color & style. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Driveway expansion does not exceed three (3) feet on each side. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> A 3 ft. wide planting area remains at the back of the sidewalk. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Walkway to front door does not exceed 1/3 of the frontage of the front yard (clarify condition - i.e. establish percentage of softscape and landscape) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Paving material is compatible with house. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Shrubs, Ground Cover & Turf:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Botanical & common names of proposed plant material |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Plant sizes & locations on the plans |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 100% of ground plane covered by plant material or shredded bark material |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Shrubs to be planted at the base of the house, walls and fences visible from street |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Corner lot side yard area between fence/wall & walk to be planted with lawn, ground cover, shrubs and/or vines |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Sprinklers:

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|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Irrigation head layout shown on plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Overspray shall not contact neighboring dwelling unit, property line walls/fences, or off of property. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Thematic Landscape Features:

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> No mirror balls, pink flamingos, statues, sculptures, Astroturf, gravel yards in front yard areas visible from street |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Except for patio covers/trellises and gazebos, no landscape feature (wall, fence, statue, sculpture, waterfall, fountain, etc.) shall exceed the height of the perimeter wall or nine (9) feet above the lowest immediately adjacent grade; decided on a case by case basis as dictated by the plans. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Visible to the Street Garden Walls & Planters:

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|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Material, color & texture to be compatible with existing house (no uncovered concrete block) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Maximum height is 6 feet above adjacent grade. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Vines and shrubs encouraged to soften appearance |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Do not modify (lower or raise) the grade adjacent to any existing walls, fences, gates and or pilasters or columns. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Soil not to be retained against wall unless designed to do so. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Simple in design and color compatible with house. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Metal fences to have horizontal top rail and vertical posts without decoration |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Maximum height is 5 ft. 6 in. and must be equal to or below the height of existing walls Solid wood fences are permitted and must be painted compatible with the house, if visible from the street in a color |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> No chain link, poultry wire, woven wire, aluminum, sheet metal, plastic, fiberglass, wood rail, reeds, straw, bamboo, rope and other similar temporary or commercial materials are permitted |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> No uncovered concrete block |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Water Features - Spas, Pools, Reflecting Pools, Ponds and Fountains:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Must not damage existing walls or fences |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> All equipment must be completely screened from off-site view. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> All equipment noise impact on neighbors must be minimized with sound attenuation devices (i.e. masonry walls, metal enclosures, etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> All solar collectors must be designed and located to be unobtrusive. Colors must be compatible with the house. All supports and piping must be enclosed or screened from view. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Construction of Water Features must not disturb the neighbor's yards, property or improvements. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Construction of Water Features must not disturb the Project's Homeowners |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Association property or improvements |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Construction of Water Features must not disturb the Master Association's property or improvements |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Special note - see end of check list |

Drainage:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> All plant beds and paved areas must slope to drain at a minimum rate of 1% or 1/8" per foot with a slope of 2% or 1/4" per foot preferred. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> All drain pipes must drain at a minimum of 1/2% or 1/16" per foot with a slope of 1% or 1/8" per foot preferred. |

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All grades in plant beds must be held a minimum of 6 inches below adjacent finish floor and 4 inches below the adjacent metal house screed |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All grades in plant beds must be held a minimum of 6 inches below the top of adjacent planter or retaining wall. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All plant bed grades adjacent to existing walls or fences are not to be changed |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All finish surfaces of paving elements are to be held below the adjacent metal house |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | screed |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All plant beds and paving are to slope and drain away from the house |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Utilize domed grates on catch basins in plant bed areas |

Special Note From Previous Sheets:

1. Do not change the grade adjacent to existing walls & fences.
2. During the installation process, follow the "Drainage" guidelines found on this checklist.

House Painting Review Procedure Adopted January 5, 2005

Submittal Requirements:

1. Photos of all 4 sides of the home from corner to corner along with any additional structures (trellises, gazebos, etc.) that are to be painted.
2. Photos of the fronts of the house on either side of the home being processed.
3. Color swatches of the colors to be used and where.
4. Photo or plan marked up to indicate which color is to be applied to which surface.
5. Justification statements. See below.

NOTE: IF ALL REQUIREMENTS ARE NOT PROVIDED WITH SUBMITTAL, SUBMITTAL WILL BE RETURNED AND WILL BE DEEMED INCOMPLETE AND UNACCEPTABLE.

Justification Statement:

1. Provide a written statement as to whether or not a color change is desired and if so, on what surfaces and elements.
2. Provide a written statement explaining the selection of colors. It is important to provide justification as it relates to the color selection and its appropriateness to the exterior elevation style of the home. (Exterior color schemes are directly related to architectural styles and will be reviewed based upon these criteria.)
3. If existing color scheme utilizes more than one color on stucco surfaces and/or planes, maintain this same differentiation in tone and intensity with new color selections.
4. Provide any photos or references justifying the color selection and its use on the same architectural style of home. Please keep scale of the house in mind. Don't pick a little shed to justify painting a two-story house or a large estate or commercial building to justify a single-family residence.
5. Provide a written statement justifying the intensity and/or tone of the color based upon the existing tone and color of the neighborhood as a whole, the size of the unit and the distance between homes. The larger the home the greater the need to tone down or soften the color selection. The farther the homes are separated from each other, the greater the need to tone down or soften the color. If the general tone of the color schemes and the neighborhood as a whole is muted, then the color selection needs to be softer and/or more muted.

Review Elements:

- Appropriateness of color scheme to architectural style.
- Color tone and intensity in keeping with overall neighborhood.
- Color tone and intensity in keeping with size of home and separation from neighbors.
- Color compatibility with adjacent homes.
- Does not repeat color scheme of an adjacent home.

ARCHITECTURAL REQUEST FORM

Return to: Dumont Property Management
2834 Hamner Avenue #320, Norco, CA 92860
Phone: (951) 817-3077 Fax: (951) 667-1899 Email: Lisa@DumontPM.com

Name: _____ Date: _____

Property Address: _____

Mailing Address (if different from above): _____

Home Phone: _____

Mobile Phone(s): _____

I. Proposed Project Information - Describe the proposed improvement in detail:

II. Neighbor Advisement

With your submittal, please include three (3) copies of the neighbor notification form, signed by any neighbors that will be visually impacted by your proposed improvement(s). This includes any adjacent or neighboring lots, which may be visually impacted by your improvement(s) from their rear yards.

III. Documents Required for Submittal

- o Three (3) sets if submitting originals of detailed plans as specified in ACC Guidelines
- o Three (3) sets of this application form
- o Three (3) copies of the completed neighbor notification form. (Not required for SOLAR)
- o \$150.00 Architectural review fee for front or rear yard, if submitted separately made payable to the Association. **Contact Manager prior to submitting check.**
- o \$200.00 Architectural review fee for both front and rear yard, if submitted at the same time made payable to the Association. **Contact Manager prior to submitting check.**

Homeowners Signature: _____ Date: _____

By signing this document, I certify that the items included represent a true representation of the improvements that I plan to make to my property.

Neighbor Notification Form

Left Rear Neighbor

Name: _____

Address: _____

Signature: _____

Rear Neighbor

Name: _____

Address: _____

Signature: _____

Right Rear Neighbor

Name: _____

Address: _____

Signature: _____

Left Adjacent Neighbor

Name: _____

Address: _____

Signature: _____

YOUR HOUSE

Name: _____

Address: _____

Signature: _____

Right Adjacent Neighbor

Name: _____

Address: _____

Signature: _____

Left Front Neighbor

Name: _____

Address: _____

Signature: _____

Front Neighbor

Name: _____

Address: _____

Signature: _____

Right Front Neighbor

Name: _____

Address: _____

Signature: _____

If your neighbor is not impacted by improvements, then write "Not Impacted" in signature line.
Signature on above form does not constitute approval of plans presented, only notification. Any concerns about plans being presented may be addressed, in writing, to the Association.



Notice of Completion Form

This form must be completed and returned to the Association within 30 days after the approved improvements have been completed.

Homeowner Name: _____

Address: _____

Phone: _____

Summary of Completed Improvements _____

Attachments (check box to indicate they have been enclosed):

☐ Copies of photographs of all improvements included. Please note that notice of completion form is not complete if photographs of improvements are not enclosed.

Signature: _____ Date: _____

By signing this form, the homeowner is stating that improvements completed have been completed in accordance to the scope and specification of the approved architectural application and in accordance with the community's architectural guidelines.

Return form to: Dumont Property Management

2834 Hamner Avenue #320, Norco, CA 92860

Phone (951)817-3077 Fax(951) 667-1899 Email: Lisa@DumontPM.com

Crown Ranch Homeowners Association Adopted February 6, 2014