

SIERRA VISTA RANCHOS

REVISED ARCHITECTURAL

GUIDELINES & SUBMISSION FORMS

ADOPTED MAY 2012

Epic Association Management
8712 Spanish Ridge Avenue
Las Vegas, Nevada 89148
Phone/Text 702.767.9993 / www.epicamlv.com
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SIERRA VISTA RANCHOS ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE
REVIEW SUBMITTAL CHECKLIST

Pursuant to the provisions of the Declaration of Covenants, Conditions and Restrictions and Reservations of Easements for Sierra Vista Ranchos (CC&R's), no construction, alteration, grading, addition, excavation, modification, decoration, redecoration, landscaping or reconstruction or an improvement within Project, or other activity within the jurisdiction of the Architectural Committee...shall be commenced or maintained by any Owner, until the plans and specifications, therefore showing the nature, kind, shape, height, width, color, materials and location of the same shall have been submitted for review by the Architectural Review Committee (Board of Directors) and approved in writing.

◆ **Please submit to the ARC, in care of the Association Manager** ◆

◆
AN INCOMPLETE SUBMITTAL PACKAGE WILL DELAY THE REVIEW PROCESS

The following list is provided to assist a property owner in preparing the submittal package.

ORIGINALS PLUS ONE COPY OF ITEMS 1-8 ARE REQUIRED

1. PROPERTY IMPROVEMENT/ALTERATION APPLICATION

The form must be completed in its entirety and attached to each set of plans.

2. PLANS

Plans must include front, side and rear elevation drawings and to-scale cross sections if applicable, with improvement shown in relation to the home and other existing structures; all setbacks shown and a to-scale site plan depicting the improvement on the lot and in conjunction with property lines, the residence, and any other existing pertinent improvement; accurate dimensions of all aspects (height, length, width) must be shown; a plot plan of your sub-division showing the location of your lot (lot block and number) is also required. Please also include a picture of your home when submitting for a pool, patio cover, balcony etc,

3) LANDSCAPE PLANS

Landscape plans must be drawn to accurately depict the lot, residence, property lines, existing walls and fences. Landscape materials, such as sod, tree and shrub types and sizes must be specified, as well as their location. Samples of decorative rock or the size and color of the rock must be included.

4) MATERIAL SAMPLES

Exterior colors and finishes must be submitted. Pictures of gazebos, pools, patio covers and spas (with dimensions) should accompany detailed drawings. Manufacturer's brochures should be submitted when available.

5) SIGNED NEIGHBOR AWARENESS STATEMENT-HOMEOWNER'S RESPONSIBILITY

This statement is to be signed by the "front facing neighbors directly across the street, "side" neighbors to the right and to the left and the "rear" neighbors, those at the rear of the property who would **be affected** by the construction. This document is for advisory purposes only and neighbor disapproval will be considered but not the overriding factor in the final decision.

6) INDEMNITY AGREEMENT

7) DEPOSIT CHECK IN THE AMOUNT OF \$1,000

8) ARC REVIEW FEE IN THE AMOUNT OF \$165 FOR EXTERIOR CHANGES / \$85 FOR PAINTING/LANDSCAPING CHANGES.

9) PROPERTY OWNER INFORMATION INCLUDING COPY OF DEED

10) CONTRACTOR'S NAME, PHONE NUMBER AND PROOF OF INSURANCE

11) APPROXIMATE START AND (NO LATER THAN) COMPLETION DATE

SIERRA VISTA RANCHOS ASSOCIATION
PROPERTY IMPROVEMENT/ALTERATION APPLICATION- PLEASE PRINT

NAME: _____ DATE: _____

ADDRESS: _____

CITY/STATE/ZIP: _____ PHONE: (H) _____ (W) _____

EMAIL: _____ CELL #: _____

PROPOSED START DATE: _____ COMPLETION DATE: _____

EMERGENCY CONTACT (NAME AND 24/7 PHONE NUMBER: _____

ALL APPLICATIONS (2 COPIES) MUST BE SUBMITTED WITH A TO-SCALE PLAN

TYPE OF ARCHITECTURAL AND/OR LANDSCAPING IMPROVEMENT

REMODELING/ADDITIONS

- Outside Walks/Stairs
- Garage Doors/Exterior Doors
- Driveway/Extensions/Walkways
- Sunroom/Patio Cover
- Swimming Pool
- Deck/Patios
- Fences/Fence Additions/Retaining Walls
- Landscaping Front and/or Back Yard
- Satellite Dishes
- Roofing Replacement
- Room Addition
- Other (describe below or on back)

PAINTING

- Paint house new color
- Paint trim new color
- Painting Walls
- Painting Other

MATERIALS TO BE USED

- Wood
- Stucco
- Brick / Stone
- Concrete
- Other

Is material same color and type as is currently on the home?

YES

NO

Additional Comments:

*Attach new paint color samples for stucco, trim, fascias and/or walls.
(No approval is required to repaint house or trim same color as original.)*

To expedite the processing of your application, please show and explain your plans to all those neighbors who may be affected and have them sign in the appropriate place on the Neighbor Awareness Statement. The Architectural Review Committee may contact them directly...if the scope of the project warrants such action.

For Association Use Only

____APPROVED

____ DENIED

____ CONDITIONALLY APPROVED

Comments:

BY ARC MEMBER: _____ Approve ___ Disapprove _____ DATE: _____

ARC MEMBER: _____ Approve ___ Disapprove _____ DATE: _____

ARC MEMBER: _____ Approve ___ Disapprove _____ DATE: _____

ARC MEMBER: _____ Approve ___ Disapprove _____ DATE: _____

ARC MEMBER: _____ Approve ___ Disapprove _____ DATE: _____

ARC MEMBER: _____ Approve ___ Disapprove _____ DATE: _____

ARC MEMBER: _____ Approve ___ Disapprove _____ DATE: _____

SIERRA VISTA RANCHOS ASSOCIATION

NEIGHBOR AWARENESS STATEMENT

On (date) _____ the attached plans for _____ were made available to all neighbors as required and noted below for their review. They have been notified that I am submitting these plans for Architectural Review Committee approval.

Signature of front facing Property Owner: _____

Address: _____ Date _____

APPROVE: _____ **DISAPPROVE:** _____

Signature of front facing Property Owner: _____

Address: _____ Date _____

APPROVE: _____ **DISAPPROVE:** _____

Signature of side Property Owner: _____ Print Name _____

Address: _____ Date _____

APPROVE: _____ **DISAPPROVE:** _____

Signature of side Property Owner: _____ Print Name _____

Address: _____ Date _____

APPROVE: _____ **DISAPPROVE:** _____

Signature of rear Property Owner: _____ Print Name _____

Address: _____ Date _____

APPROVE: _____ **DISAPPROVE:** _____

Signature of rear Property Owner: _____ Print Name _____

Address: _____ Date _____

APPROVE: _____ **DISAPPROVE:** _____

- **ONLY THE OWNER OF THE PROPERTY MAY SIGN THIS FORM, EVEN IF OCCUPIED BY A TENANT.**

SIERRA VISTA RANCHOS ASSOCIATION, INC

ARCHITECTURAL GUIDELINES

INTRODUCTION

1. The Board of Directors through its' Architectural Review Committee (ARC) does not seek to restrict individual creativity or personal preferences but rather to assure the continuity in design which will preserve and improve the appearance of Sierra Vista Ranchos Association.
2. We recommend you read the CC & R's thoroughly.
3. These guidelines are intended as a supplement to the Covenants, Conditions, and Restrictions (CC&R'S) and the Rules and Regulations (R&R) of Sierra Vista Ranchos Association, Inc. They do not cover the entirety of the legal documents.
4. The ARC reviews all plans for improvements and additions. These improvements include without limitation, additions, modifications and alterations to the exterior of the home and property.
5. Failure to submit complete plans to the ARC or to complete the improvements / additions according to the approved plans, is a violation of the CC&R'S and the Rules and Regulations, and will subject the owner to penalties and/or fines, and/or forfeiture of deposit and a requirement that the property be restored to its original condition as outlined in the Rules & Regulations.

The ARC shall meet at least once a month or as needed, submittals should be delivered to the Association Manager of **Sierra Vista Ranchos Association**.

Upon board approval, and prior to beginning construction, the Association office must receive, from the property owner, an executed Indemnity Agreement (attached).

INDEMNITY AGREEMENT

_____, am the owner of property located at _____ in Sierra Vista Ranchos Association and wish to commence construction of the improvements set forth on Exhibit "A" attached hereto.

Contractor has been hired by Owner to effect the improvements.

Construction of the improvements is subject to the Declaration of Restrictions of Sierra Vista, as well as the Rules and Regulations of the Sierra Vista Ranchos.

The ARC may exercise supervisory responsibility with respect to ascertaining that Contractor's operations and improvements comply with the Rules and Regulations and the Declaration of Restrictions.

Certain indemnities are required of Owner and Contractor, as follows, prior to commencement of construction of the improvements.

Accordingly:

- A. Owner and Contractor hereby agree to construct the improvements in accordance with the declaration of Restrictions and the Rules and Regulations put into effect by Sierra Vista Ranchos Association.
- B. Owner shall be responsible for the conduct of Contractor and its employees. Owners and Contractor understand and agree that violation of the Rules and Regulations may be met with a stop work order and revocation of contractor's right to enter Sierra Vista Ranchos Association.
- C. Owner and Contractor hereby indemnify Sierra Vista Ranchos Association and the ARC and their agents, and hold them harmless against and from any and all liabilities, claims, losses, damages and expenses, including attorney fees arising from or in any way connected with the improvements or construction of the improvements.

INDEMNITY AGREEMENT SIGNATURES

Owner(s) Name

Company Name / License number

Address

Address

Signature

Authorized Signature

Telephone #

Telephone #

APPROVAL PROCEDURE

The intent of the Homeowners Association is to maintain the integrity of the planned development and the architectural appearance for the benefit of all the homeowners. Therefore, the following Rules and Regulations have been established governing any proposed additions, alterations, or construction relating to any individual homeowner's property. Approval by the ARC is required for all architectural changes. Information on obtaining approval and Architectural Rules are readily available from the Association office.

In order to obtain approval, the following procedures must be followed by the Homeowner:

1. Submit to the ARC, in care of the Association Manager, a written request outlining in detail the scope of the planned project; architectural, or licensed residential designers, stamped plans and engineering, if needed, a ARC review fee in the amount of \$165 for exterior changes, \$85 for painting or landscaping changes and a refundable deposit of \$1000 in the event of damage. Within thirty (30) days of receipt of written request, the ARC will notify the homeowner in writing of their approval or disapproval of the planned project. The ARC's approval will be conditioned upon the homeowner's execution of the Indemnity Agreement required and provided by Sierra Vista Ranchos Association.

Upon written final approval from the Board of Directors, the homeowner will, before commencing any construction or alteration, be required to do the following:

1. Sign and return to the Association office a completed Indemnity Agreement.
2. Obtain any required building permits from the appropriate governmental agency.
3. A representative of the ARC shall make progress inspections.
4. Upon completion of the project, owner is to notify the ARC in writing, requesting inspection of the completed project.
5. Provide a 24-hour emergency phone number.
6. Provide a dumpster and all debris is to be cleaned up and deposited daily. **All dumpsters are to be placed on the owner's property. Any landscaping material (such as rocks, sand, etc.) is to be roped off with caution tape or cones placed around the area and reflectors used to identify the possibility of danger if it is placed in the street.**
7. Porta Potties are to be placed at least 25 feet from property line and screened from adjoining lots as much as possible. **Porta potties must be properly maintained at all times.**
8. No signs are to be displayed on construction lot or on community property.
9. Any Contractor, Sub-Contractor or Worker must be able to communicate to the Guards their destination And purpose in the community to be allowed access.
10. Property owner is responsible to inform all workers the speed limit is 15MPH.

GENERAL CONDITIONS

Any oversight by the ARC regarding the CC&R'S, Rules & Regulations or ARC Guidelines does not constitute a waiver; therefore, any violation must be corrected upon notice to the Owner.

Building equipment and materials must be contained within the owner's property.

All work must be performed in a matter consistent with the standards of the original dwelling construction and with the appearance of the community.

Below is a listing of items that are required to accompany the application prior to acceptance by the Association.

ORIGINAL PLUS ONE COPY OF ITEMS LISTED BELOW ARE REQUIRED.

ARC Application and checklist (TWO FULL COPIES)

- 1) Property Improvement/Alteration Application
- 2) Plans
- 3) Landscape Plans
- 4) Material Samples
- 5) Signed Neighbor Awareness Statement
- 6) Indemnity Agreement
- 7) Deposit Check in the amount of \$1,000.
- 8) ARC review fee in the amount of \$165 for exterior changes, \$85 for painting and landscaping changes.
- 9) Complete property owner information including copy of deed.
- 10) Contractor's name, phone number and proof of insurance.
- 11) Approximate start and (no later than) completion date.

Plans showing the work to be done

Drawings on a scale of ¼ inch, equals one foot showing what the improvement will look like when it is completed and final set of plans approved by all appropriate agencies.

Failure to follow these requirements and procedures may cause your request to be denied pending submission of additional information and documentation to the ARC. An incomplete application may affect the time limits for approval.

The following checklist is intended for use as a guideline for submission of plans and compliance with the guidelines as indicated below and is not a guarantee of approval of plans. The following guidelines are taken directly from the CC&R's of Sierra Vista Ranchos Association.

ADDRESS OR PARCEL NUMBER: _____

ITEMS FOR INCLUSION	INCLUDED IN SUBMISSION
◆ All plans and specifications for any new building or structure must be prepared by an Architect or Designer.	Yes _____ NO _____
◆ Minimum square footage of any new home must be not less than 3,000 sq. ft. of which no less than 2,000 sq. ft. must be located on the ground floor.	Yes _____ NO _____
◆ Floor plan prepared for new building.	Yes _____ NO _____
◆ Elevation plan prepared for new building	Yes _____ NO _____
◆ Plot & Grading plans prepared for new building.	Yes _____ NO _____
◆ Specifications for plans for alteration, modification or addition to exterior of an existing building including fencing. (Non-structural alterations do not need to be prepared by either an Architect or Designer.)	Yes _____ NO _____
◆ Building cannot be taller than thirty-five (35) feet in height from property line at street level.	Yes _____ NO _____
◆ Building not closer than fifty (50) feet from the nearest outside line of any street.	Yes _____ NO _____
◆ Building is not closer than twenty-five (25) feet from side property line.	Yes _____ NO _____
◆ Building cannot be closer than thirty-five (35) feet from rear property line.	Yes _____ NO _____
◆ Fences and walls are to be no greater than six (6) feet along or near any exterior property line of any lot.	Yes _____ NO _____
◆ Fences and walls can be no higher than three (3) feet within a distance of fifty (50) feet from the nearest line of any road or way intended for public use.	Yes _____ NO _____
◆ Fences or walls are not to be closer than sixteen (16) ft. to street line.	Yes _____ NO _____
◆ Only one (1) single-family dwelling is permitted per lot. Other buildings as reasonably incidental and appropriate to residential use are permitted on a case by case basis and with approval.	Yes _____ NO _____

SIERRA VISTA RANCHOS ASSOCIATION

REQUEST FOR REFUND

Upon completion of improvement fill out and return form to:

Sierra Vista Ranchos Association
C/O Epic association Management
8712 W Spanish Ridge Avenue
Las Vegas, NV 89148
702-767-9993

Property Owner (print)

Day Phone Number

Address

Email

Signature of owner

Approved ARC

Date

*Note: Owners remain permanently responsible for the maintenance and upkeep of additional modifications to their property.

**NOTE: ALL DEPOSITS ARE REFUNDABLE UPON SATIDFACTORY COMPLETION AND CLEAN UP OF JOB SITE.

RULES & REGULATIONS APPLYING TO CONSTRUCTION WITHIN SIERRA VISTA RANCHOS

The Board of Directors of Sierra Vista Ranchos Homeowners Association on March 14th, 2012 promulgated the following rules & regulations regarding new construction or remodeling within Sierra Vista Ranchos. They include but are not limited to the following: Please review the CC&R's for a complete set.

- 1) Approval of plans and specifications by the Architectural Committee are based on a start date of **six (6)** months from date of approval by the committee and will be completed within **one (1)** year from the commencement of construction. Failure to commence construction within that time frame shall require re-submission of the plans and specifications.
- 2) At the time the plans are approved by the Architectural Committee, the Owners shall:
 - a) Provide a twenty-four (24) hour emergency number from the Owner and Contractor to the Chairman of the Architectural Committee and the Property Manager.
 - b) Submit a construction deposit in the amount of \$1,000 payable to Sierra Vista Ranchos which will be returned to the owner upon completion of the construction less any funds used to repair damage or clean up of construction debris.
 - c) Provide proof the General Contractor is licensed by State of Nevada.
- 3) Homeowners shall provide dumpsters and waste receptacles on the building site located at least ten (10) feet from the pavement line of the street. **Waste receptacles/porta potties are to be properly maintained at all times. They are to be located at least twenty-five (25) feet inside of the pavement line and twenty-five (25) feet from the adjacent property lines and be as inconspicuous as possible.**
- 4) Construction debris and rubbish are to be deposited in the receptacles at the end of each work day.
- 5) Construction vehicles and equipment will not be parked in the right-of-ways or in streets in a manner which will interfere with the normal flow of traffic within Sierra Vista.
- 6) Any heavy equipment used during construction which may block ingress and egress over the street adjacent to the construction area will be permitted only on twenty-four (24) hour advance notice to a Security Guard.
- 7) Storage of material or equipment in the streets is prohibited.
- 8) As the Declaration of Covenants and Restrictions for Sierra Vista Ranchos limit outdoor Signs to "For Sale" signs, posting or placement of signs by a Contractor, Owner or any institution financing the construction is prohibited.
- 9) Owners shall advise construction workers that they are to remain at all times at or near the job site during working hours. No loitering in or about the project is allowed. Travel shall be restricted to and from the entry gate only.
- 10) Construction work is limited to the following hours:

Monday – Friday	7:00 A.M. to 7:00 P.M.
Saturday	7:00 A.M. to 5:00 P.M.
Sunday & Holidays	NO WORK ALLOWED

NO CONTRACTORS WILL BE ALLOWED ON ANY FEDERAL HOLIDAY

- 11) Any new construction, or extensive exterior remodeling, will require rolled curbing, or any other curbing approved by the board, to be installed. Exceptions to the installation of rolled curbing will be granted for existing landscaping that is bordered by cement borders, brick borders, mow strips, etc. so long as they contain the rock and soil on residents' property and are properly maintained.
- 12) Landscape design plans for the front exterior of the property are required by the Architectural Committee. Special attention will be given to plants, shrubs and trees in the area between the pavement line and the set back of 16 feet into the lot so there is no conflict with the wall provision in the CC&R's and to avoid hazards to vehicle and pedestrian traffic. Use of materials within the 16-foot front set back must be approved. No bare dirt will be allowed. Plans should be complete to show specimens, placement and size from the street line to the house line.
- 13) Roofing materials will be shakes or better, which means wood shingles, copper, slate, clay or concrete tile, copper in a standing seam application or an approved application and none other. The intent of these materials is to give some aesthetic value to the elevation of the house for the affected neighbors and to prevent the use of composition rolled roofing or three tab composition shingles.
- 14) Minimum square footage shall have a floor space of not less than 3,000 square feet, of which no less than 2,000 square feet must be located upon the first or ground floor of any two-story private residence, exclusive however of porches, terraces, stoops, carports, garages, basements and similar structures or appurtenances to the main private residence.
- 15) No building shall be constructed or placed on any lot contained therein, which is greater or higher than thirty-five (35) feet in height from the front street line. (Front property line at street level).
- 16) No structure of any nature shall be erected or placed closer than fifty (50) feet from the nearest outside line of any street, nor closer than twenty-five (25) feet to the side property line, nor less than thirty-five (35) feet from the rear property line unless a variance is granted.
- 17) No fence, wall or other divider of a height greater than six (6) feet shall be constructed, installed, altered, placed or permitted to remain along or near any exterior property line of any lot, nor higher than three (3) feet within a distance of fifty (50) feet from the nearest line of any road or way intended for public use. No fence or wall shall be installed closer than sixteen (16) feet to the front street line.
- 18) The construction site must be kept watered and fugitive dust controlled.
- 19) Upon commencement of construction of a residence on a lot (defined as delivery of the first materials to the lot) the dues will increase to those of a lot with a complete residence.
- 20) Fencing requirements:
 - a) All decorative fencing must face street side.
 - b) Concrete masonry units are the preferred materials for walls. Walls shall be textured and colored compatibly with the adjacent walls and residences. Use of misruns, seconds, etc., without texture or painting is prohibited.
 - c) No chainlink or plastic mesh fences are allowed except for tennis courts.

LANDSCAPING GUIDELINES / REQUIREMENTS:

- 21) The use of Artificial turf in any area visible from the street is limited to a maximum of 500 square feet and requires architectural approval. Artificial shrubs, bushes and trees are considered hardscape materials and are prohibited. Any exceptions would require Board approval.

DEFINITION AND EXPECTATIONS: The landscape of any neighborhood is more than just the front yards of individual residences, it is the total visual image of the community. It is the public face, the place where the visual quality of the community is established. There is no other view that has more impact on the community than its appearance from the street. To ensure continuity of this image and the property values and perception that it brings, each home must contribute its part in creating the total picture. The following is intended to provide minimum standards for creating and enhancing this community.

PLANT MATERIALS: Plant materials provide shade, windbreaks, accent and screening to create the total effect of any landscape scheme. Plants should complement the style and scale of each residence architectural plan. **50% of plant materials are to be of an evergreen type and marked with a capital "E" on the landscape plans. 50% of all plants are to be 5 gallon or larger.**

TREES: The minimum size of all trees shall be 15 gallons or larger. All trees shall be nursery grown, free of disease, of good habit and representing the best qualities of their species. Some of the **Water Authority's suggestions** for trees are:

- A) Large Trees:**
- 1) Modesto Ash
 - 2) Holly Oak
 - 3) Mesquite
 - 4) Evergreen Chinese Elm
- B) Accent Trees:**
- | | |
|----------------------|----------------------|
| 1) Mimosa | 6) Purple Leaf Plum |
| 2) Dwarf Fruit Trees | 7) Desert Willow |
| 3) California Pepper | 8) Evergreen Pear |
| 4) Goldenrain Tree | 9) Arizona Cypress |
| 5) Glossy Privet | 10) Blue Atlas Cedar |

(Please refer to Southern Nevada Water Authority for a complete list of suggested plants)

DESIGN CONCEPTS: The frontal area of each lot should complement the residence itself, as well the street, blending plants and architecture so that the plants and building seem to be one. **Ground cover or mulch must be used to help reduce erosion and retain moisture.** The use of annual color is encouraged as an accent to the landscape.

- A)** Landscaping shall be in keeping with the style of the home.
- B)** The Board will require all plan submittals to have architectural elements such as boulders, berms & riverbeds marked on the plans.
- C)** Various colors of rock shall complement the color of the home.
- D)** No bare dirt is allowed, all areas are to have some type of coverage.