

FOUNTAINGROVE II EAST
ARCHITECTURAL REVIEW
Application

- Complete the Application form and check off all applicable boxes
- Enclose 2 sets of plans – 3 sets of plans if you need to submit to the City of Santa Rosa for a permit
- Enclose a **CHECK** for application fee and security deposit (if applicable)
payable to: Fountaingrove II East Architectural Review Committee
- Submit entire package to:

FOUNTAINGROVE II EAST ARC
Attn: Leslie Cohen
Focus Real Estate
3936 Mayette Avenue
Santa Rosa, CA 95405 Email: focusre@sonic.net

Phone: (707) 544-9443 Fax: (707) 544-5418

Application Is Being Submitted For Approval Of (*check all that apply*):

- New Construction
- Remodel
- Front Yard Landscaping
- Back/Side Yard Landscaping
- Other (*specify*) _____

Subdivision Name: _____ **Lot #:** _____

Street Address: _____

Owner Name: _____

Address: _____

Phone Number: _____

Architect/Owner/ _____

Rep Name: Phone Number: _____

Owner/Architect/Owner's Rep Signature/Date

FOUNTAINGROVE II EAST
APPLICATION CHECKLIST
New Construction/Remodel/Decks

Indicate all development proposed. Plans must include:

1. Show all provisions for drainage
2. Photographs are required for all proposed improvements.
3. Plans larger than 11x17" must also be provided in a digital format.

SITE PLAN (2 COPIES -3 COPIES IF YOU NEED TO SUBMIT ONE FOR A PERMIT TO CITY OF SANTA ROSA) See attached sample.

1. North arrow and scale (scale to be not less than 1" = 10')
2. Property lines, set backs and easements, fully dimensioned
3. Existing & proposed contours at 2' interval or less, including drainage
4. Location of neighboring structures (existing and proposed)
5. Location of natural features including rock outcrops and existing trees with a trunk diameter of 6" or more. Note species, elevation at base of trunk and whether saved or removed. Check for conformance with individual project tree preservation plans, if any. Arborist report is required to remove tree greater than 4" trunk diameter or to excavate or build within the canopy of any tree.
6. Consideration given to solar orientation, shading and views (both on-site and off-site)
7. Location of driveway, walkways, patios, decks, retaining walls, fencing, pool and water features etc. with dimensions, color and material description to communicate the design. (Note: Driveways are to be concrete)

FLOOR PLAN (3 COPIES)

1. Indicate Location and dimension of interior spaces
2. Indicate square footage as required in the CCR's

FOUNTAINGROVE II EAST

APPLICATION CHECKLIST

DECKS, NEW CONSTRUCTION

EXTERIOR ELEVATIONS (3 COPIES)

1. Dimensioned height of all structures
2. Existing ground and finish grade adjacent to structure (show compliance to height restrictions)
3. Materials, colors and finishes

SOLAR SYSTEMS

1. Layout of panels on roof
2. Provide specifications of panels: Note: Panels must be of non-glare construction and frame and all mounting must be black
3. No conduit is to be run on the roof - drawings must show where conduit from panels to inverter are to be run

PAINTING – CHANGE OF COLOR

1. Provide paint manufactures color samples for body, trim, gutters/eaves and front door

FOUNTAINGROVE II EAST
APPLICATION CHECKLIST
Landscaping/Auxiliary Structures

Refer to the Open Space Maintenance Association Design Guidelines for a list of recommended and objectionable plants.

FRONT/BACK/SIDE YARD LANDSCAPE PLAN (3 COPIES)

1. Site Plan (*see New Construction*) Indicate concept and location of landscape elements to include:
2. Lawn areas and planting areas. Show plant location and provide a listing of trees, shrubs, ground cover, vines, including common and botanical name, and quantity of each.
3. Lighting (if any)
4. Mitigation of trees
5. Drainage provisions - protection of down slope *areas*
6. Statement of proposed irrigation method
 - a. WELD documents if required for permit by the city of Santa Rosa
7. Fencing location and type (if any)
8. Specify top dressing such as mulch, gravel, etc.
9. Any site improvements not shown on site plan such as patios, walls, decks, structures, etc. (*complete "Other" below*)

Auxiliary Structures (such as pools, patios, spas, walls, structures, etc.1

1. Site Plan (*see New Construction*)
2. Plan and elevation of structures
3. Materials, colors, finishes

**Fountaingrove II East
Architectural Review Committee**

Schedule of Fees and Security Deposits- Effective August 5, 2013.

The following Schedule of Fees has been approved by the Fountaingrove II East Architectural Review Committee to cover the cost of architectural and/or other professional fees and costs incurred in reviewing plans submitted for ARC approval. The fees shall be payable to the ARC and shall accompany the plans submitted for approval. The fees *are* non-refundable. The ARC may from time to time revise the fees based on the costs incurred.

{ In accordance with Article 4.10, the ARC requires that each Owner shall post a bond, cash security deposit or irrevocable letter of credit in a form satisfactory to the Committee in the amount noted below, in favor of the ARC. The Security Deposit shall accompany the plans submitted for approval. The Security Deposit will be returned to the Owner if the plans are not approved or at the time the work or Improvement is completed in compliance with the approved plans in accordance with Article 4.10. }

<u>Work or Improvement</u>	<u>Fee</u>	<u>Deposit</u>
New home construction including front, rear, side yard landscaping	\$300	\$1000
Home remodel: structural exterior additions or alterations and auxiliary structures covering 120 sq. ft. or more	\$200	
Landscaping, including hardscape, - front, rear, side yard (not submitted with new home construction plans)	\$200	
Pool	\$200	
Minor landscaping, including fencing, paint color change (from original)	\$50	
Other (single item), i.e., patio, spa, solar, retaining wall, play structure, garden shed, dog run	\$100	
Tree Removal	\$-0-	

FOUNTAINGROVE II EAST ARCHITECTURAL REVIEW
PLAN REVIEW REQUIREMENT

NEIGHBOR NOTIFICATION FORM

This is not an approval form, but an acknowledgement that you have had an opportunity to review the plans. Any concerns or objections should be submitted either in person or in writing to the ARC. (707-544-9443)

All homeowners must submit this form with their plans to the Architectural Review Committee.

Each adjoining or impacted neighbor should sign below stating that they have been shown a copy of said plans for the work to be submitted to the Committee.

Address: _____ Name _____

Date: _____ Signature: _____

Address: _____ Name _____

Date: _____ Signature: _____

Address: _____ Name _____

Date: _____ Signature: _____

Address: _____ Name _____

Date: _____ Signature: _____

Address: _____ Name _____

Date: _____ Signature: _____

Address: _____ Name _____

Date: _____ Signature: _____

Address: _____ Name _____

Date: _____ Signature: _____

Address: _____ Name _____

Date: _____ Signature: _____

Fountaingrove II East Architectural Review Committee

Plan Review Process - Adopted June 17, 2002

The Architectural Review Committee (ARC)

The Declaration of Restrictions (CC&R's) establishes the requirements for the Architectural Review Committee (ARC). The members of the ARC will be elected by the Owners per the procedure defined in Article 4 of the CC&R's. The ARC consists of five members selected by the Owners. Each member serves a one-year term. Members of the ARC receive **no** compensation.

Note: Per Article 4.7 of the CC&Rs, the ARC has the legal right to compel the removal of any improvements constructed or installed in violation of Article 4 of the CC&Rs (i.e., approval process violation of guidelines, etc.)

Application and Fees

Owners must submit a completed Application and the appropriate fees to the ARC, and obtain prior written Approval from the ARC prior to construction, installation, landscaping, replacement, alteration, grading, excavation, placement of temporary structures, etc. as detailed in Article 4, paragraph 4.2 of the CC&R's. The Application contains a checklist of the data required with each submission.

The Application fees help cover the professional and administrative cost of the review process. Deposits are required for major improvements to ensure that the improvements are completed substantially in compliance with the Approved plans.

Owners may schedule a preliminary discussion with the ARC. The ARC can answer questions and provide preliminary advice at this meeting, but this is not a review for Approval. To schedule a discussion, submit the plans with an Application one week prior to the meeting. No fee or deposit is required for this preliminary discussion; however, a formal submission of plans with an Application and appropriate fee/deposit is required to initiate a review for Approval.

Approval Process

The ARC will verify that the plans are complete and all fees and deposits have been paid. Incomplete plans will be returned to the Owner with notation of the missing data.

The ARC reviews the plans for compliance with the CC&R's and the Review Guidelines. The plans may be forwarded to the appropriate architect(s) for review and report to the ARC.

A majority vote of the ARC members is required for Approval. The ARC will endeavor to complete its review of complete submissions and return stamped Approved plans or Unapproved plans, with comments, within 15 days of the first meeting after receiving the complete plans. In some cases the review process may require up to 30 days.

Any proposed revisions to Approved plans must be submitted to the ARC for review and approval. If the changes do not substantially alter the Approve plans, no additional fees will be required.

Review Guidelines

The ARC will review plans for compliance to the specific requirements of the CC&R's and Guidelines. The review will carefully and objectively consider the proposed improvement(s) in relationship to the subject lot and public view. Buildings, structures, and all proposed elements shall be designed in harmony with the subject lot, adjacent lot(s) and neighborhood.

Professional Services

The ARC may seek the professional services of an architect and/or landscape architect as appropriate to review plans and report to the Committee. This review will help ensure that the review process is thorough, consistent and considers all requirements and Guidelines.

Meetings

The ARC meets every other month or as needed, at the offices of Focus Real Estate & Investments, Inc. at 3936 Mayette at 5:30 p.m. Please call 544-9443 and ask for Leslie Cohen when you are ready to submit plans and to find out the date of the meeting. You may also send an email to focusre@sonic.net.

Fountaingrove II East Architectural Review Committee

Architectural and Landscape Guidelines- Adopted June 1, 2001

These Guidelines have been developed to supplement the Fottntaingrove East Declaration of Restrictions (CC&R's). The purpose of the Guidelines, as with the CC&R's, is to promote architecture and landscaping that enhances and protects the value, desirability, and attractiveness of the development while respecting the natural beauty of Fountaingrove. At the same time, application of the CC&R's and Guidelines will recognize the right of each Owner to use the owner's lot for their enjoyment, creativity and purpose so long as that Owner does not violate the CC&.R's or Guidelines or rights of the other Owners.

These Guidelines have been Approved by the Architectural Review Committee and, as such, are enforceable under the provisions of the Fountaingrove II East Declaration of Restrictions.

General

1. Buildings, structures, and all proposed elements shall be designed in harmony with the subject lot, adjacent lot and neighborhood.
2. The placement and height of proposed structures and landscape materials shall consider the effect on adjacent lots and dwellings.
3. Grading and drainage plans shall consider the effect on adjacent lots and open space, The alteration of existing drainage patterns and runoff to adjacent lots is prohibited. Up slope lots shall intercept and control excessive runoff to the down slope lots or open space.

Architectural Design

1. All driveways shall be constructed of poured concrete,
2. Driveway gates may be considered by the ARC on an individual basis. Gates and fencing shall not be installed within the front yard in front of the building structure, except where special conditions, such as flag lots, may be considered on an individual basis.
3. Fencing guidelines are attached. These have been extracted from the approved Design Program. Variations to these general guidelines may be submitted for ARC consideration.
4. Decks shall be integrated with the architectural design of the building. For decks

elevated 3 feet or more above finished grade, screening that is architecturally consistent shall be provided at the underside of the deck,

5. Retaining walls may not exceed 5 feet in height from exterior finished grade. Terracing should be considered.

6. Accessory structures, buildings, play structures; etc, shall be subject to the same height restrictions as gazebos (Declaration of Restrictions, Article 3.5,para xxxiv). Accessory structures up to 16 feet maximum height as measured to finished grade directly below the point of the structure may be considered on an individual basis where there is not an adverse impact on the adjacent lot(s).

Landscape Design

1. Unsuitable landscape material - all plant material specified in the Design Program, Appendix B-Unsuitable Invasive Plant List is prohibited in Owner lots. Exotic plant species that are not harmonious or consistent with the Design Program should be avoided.

2. Selection and placement of plant material shall consider its mature height and the effect on adjacent lots.

3. Landscaping for front, rear, and side yards requires prior written ARC approval. Landscaping of front, rear, and side yards is required,

4. Modifications to the landscaping requires prior written ARC approval except for the following:

1. Replanting designated flower or vegetable beds.
2. Replacing dead or unsightly plant material with similar healthy plant material. Note: Tree removal or replacement is subject to the regulations of the City of Santa Rosa.)
3. Planting or replanting containers or Planters consistent with the overall landscape scheme.