

WILDCAT RIDGE PROPERTY OWNERS ASSOCIATION

ARCHITECTURAL REVIEW GUIDELINES

****DRAFT****

Welcome to Wildcat Ridge Property Owners Association (the POA). The Declaration of Covenants, Conditions and Restrictions (CC&Rs) of the POA outlines standards for the lot size, square footage of your residence, exterior appearance, location, setback, fencing, and other design considerations related to the construction of your residence.

These Architectural Review Guidelines (Guidelines) contain a summary of the relevant provisions of the CC&Rs. Guidelines also lay out the procedure to follow prior to initiating a lot split or construction of your residence. While some of the Guidelines listed below related directly to use of a Tract, they are relevant to an Owner as s/he develops his or her plans for designing and building a residence, and planning for future uses.

I. General Requirements

Prior to any lot split or construction, the POA requests that an Owner schedule an appointment with the POA Manager to discuss your plans. The POA looks forward to an open and constructive conversation with regard to the Owners plans. It is the commitment of the POA to respond quickly and to resolve any questions amicably and fairly.

As a courtesy, the POA Manager will inform all Tract Owners of pending lot splits, planned construction and improvements, with approximate timetables.

Lot Splits

- A. All proposals for lot splits must be submitted in writing to the Board of Directors of the POA, together with a map or plan showing the proposed split, including acreages of each lot within the proposed split, prior to any surveying, platting, subdivision, real estate listing, contract for sale of any lot or split, or other commitment or representation by the Owner as to the proposed lot split, whether financial, contractual, or otherwise.
- B. The Owner must submit proposed lot splits to the Board of Directors of the POA prior to seeking County approval of the proposed split.
- C. The Board of Directors shall have 30 days from the date of receipt of the request to approve, deny, or modify the request, which shall not be unreasonable withheld provided the lot split complies with the requirements of the CC&Rs.

- D. Approval, denial, or required modification will be communicated to the Owner in writing by the Board of Directors or its representative.

Construction

- E. Prior to the initiation of any construction of any residence, guesthouse, garage, stable, perimeter fence, septic field, storage tank, well, well house, antenna, or other exterior construction permitted by the CC&Rs (the "Construction"), the Owner shall submit a proposal in writing to the Board of Directors of the POA, together with relevant and adequate plans or drawings, containing at a minimum the following information:
- a. Map, plan, engineer's drawings, architect's drawings or blueprints showing the boundaries of the Tract impacted.
 - b. Map, plan, engineer's drawings, architect's drawings or blueprints showing the planned Construction, clearly indicating its location relative to boundaries of the Tract and its location relative to other existing Constructions existing on the Tract, if any, and showing the residence, decks, patios, driveway, parking areas, garages, guesthouses, carports, outbuildings, perimeter fences, well houses, tanks, septic fields, dog runs, stables and all other permitted elements of the Construction.
 - c. Engineer's or architect's drawings or blueprints showing the front, back, and side-view elevations and exterior footprint of each element of the Construction.
 - d. Description of the exterior materials to be used in the construction, including type, material and color.
 - e. Description of planned thinning of trees and removal of vegetation, including that needed for the construction of driveways and other elements of the Construction.
 - f. Description of any anticipated temporary constructions or roadways on the Tract during construction, for example, temporary construction foreman's office, temporary access roads, well-drillers access, etc.
 - g. Anticipated timetable for the Construction to be commenced and completed.
- F. The Board of Directors shall have 30 days from the date of receipt of the request for approval of a Construction application to approve, deny, or require modifications the request.
- G. Approval, denial, or required modification will be communicated to the Owner in writing by the Board of Directors or its representative.
- H. It is anticipated that during this 30 day period there will occur an open and constructive conversation between the Board of Directors, or its representative, and the Owner with

regard to the elements of the application. It is desired by the POA to resolve any questions or concerns quickly, amicably and fairly.

- I. If the Owner proposing the Construction disagrees with the denial or proposed modifications, the Owner may appeal by submitting a request for reconsideration, including in that request suggested resolution, modification, or reasoning why a particular issue should be resolved in a certain way. Provisions F, G, and H above will apply for an appeal.
- J. No site preparation or construction or driveways, access, excavations of any kind may begin until the application for the Construction is approved by the Board of Directors of the POA in its entirety, including resolutions of differences in the manner cited above, except the excavation by a qualified excavator of test pits for septic fields.
- K. Expedient approval of a Construction application shall not be unreasonable withheld provided the request complies with the requirements of the CC&Rs.
- L. It is the Owners responsibility to obtain all County permits required by the Construction prior to initiation of construction or site preparation.

II. General Provisions

- A. The architectural requirements contained in the CC&Rs run with the property and are binding upon the current Owner(s) and any successors or future Owner(s) of the Property. (Preamble to the CC&Rs).
- B. The CC&Rs create a category of expense called Capital Improvements, such as the installation or extension of roads which serve the POA (excluding driveways). The creation and funding of Capital Improvements are handled with express language within the CC&Rs and should be consulted separately and additionally to these Architectural Review Guidelines. (Article II)
- C. The CC&Rs create a category of expense called Common Expenses, which include such expenses as road maintenance, insurance, road signs, snow plowing, and homeowners' association operating expenses. The creation and funding of Common Expenses are handled with express language within the CC&Rs and should be consulted separately and additionally to these Architectural Review Guidelines (Articles IV)

III. Building Provisions—Tract Size, Residential Construction Requirements, Setbacks, Utilities

- A. Tract Splits: A Tract may not be divided, split or subdivided by any Owner into less than two (2) acres gross area each, except an Owner may sell a portion of a Tract that is less than two (2) acres to an adjacent Owner to be combined with the adjacent Owner's existing Tract, with the remaining Tract being equal to or greater than two (2) acres. (Article VII-18)
- B. Setbacks: No structures except wooden split rail perimeter fence may be constructed within fifty (50) feet of the Private Road or any Tract or within fifty (50) feet of any Property or Tract boundary. (Article VII-11)
- C. Single Family: There shall be no more than one single family dwelling together with one (1) guesthouse per Tract and no others. (V-1.)
- D. Residence Minimum Size: The minimum size of any residence is 2,000 square feet, excluding garage and attic space. (V-2)
- E. Height: No structure may exceed thirty-four (34') feet in height. (V-2)
- F. Determination: Both size and height shall be determined according to the standards used by the Coconino County Building Department. (V-2)
- G. Garages: Each residence must have an attached or detached enclosed garage sufficient in size to accommodate two (2) automobiles. (V-5)
- H. Color/Materials: All buildings must have exterior colors for walls, roofs, and trim of natural earth tones such as brown, tan, rust and muted shades of green. This excludes for example, colors such as white, off-white, pastels, bright red, pink, purple, blue and orange. (V-3)
- I. Exterior Lights: No spotlights, floodlights or other high-intensive lights shall be placed or utilized on any Tract which in any manner will allow light to be directed or reflected on adjoining Tracts. (VII-14) *Owners are especially urged to follow County requirements to shield and limit the intensity of exterior lighting to preserve "Dark Skies." Please see Section 27 of Coconino County Zoning Ordinance. (Added language supplemental to the CC&Rs)*
- J. Antennas: No radio, television or other antennas of any device, kind or nature for the reception or transmission of television, radio, microwave, or other similar signals shall be placed or maintained upon any Tract which is visible from adjacent Tracts. (VII-15) *Satellite dishes of reasonable and standard dimension which are attached to the roof or side of a residence are acceptable. (Added language supplemental to the CC&Rs)*

- K. Reflective Materials of Solar Devices, Water and Propane Tanks: Solar collecting panels and devices, water tanks and propane tanks all collectively and individually referred to hereinafter as “fixtures” may be placed, constructed or maintained in such location(s) and with such means of wood or masonry screening or concealment as reasonably appropriate to limit, to the extent possible, the visual impact of such fixtures when viewed from any street or from any other property (whether within or outside the Property). (VII-16)
- L. Clothes Drying Area: No portion of any Tract visible to the Private Roadways or any adjacent Tract shall be used as a drying area for laundry of any kind, it being the intention hereof that all the facilities shall be screened or fenced. (VII-17)
- M. Address numbers. Address numbers no less than 4 inches in height and visible from the roadway are required for each residence. (VII-2)
- N. Utilities: All utility lines, cables, pipes, and mains shall be placed underground, except for a transformer box and other equipment which must be maintained at ground level. (VII-10)

IV. **Flood Zones, Landscaping, Preservation of Natural Vegetation, Fire Hazard**

- A. Drainage: There shall be minimal interference with the established drainage patterns on the property, unless adequate provisions have been made for proper channeling which conforms to County drainage criteria. (VII-5-a)
- B. Flood zones: No buildings, fences or animals (including horses) are permitted within 30 feet of the flood zone as shown on the FEMA Flood Plan. This is to preserve the natural character of the flood zone between Tracts A, C, and D. (VII-5-b)
- C. Fences: Border fencing enclosing an individual tract is not permitted except for perimeter fencing with wood, as split rail fencing. (VII-9-a)
- D. Fence color: Any wood fencing that is painted or stained must be a natural color of brown. (VII-9-c)
- E. Tree thinning: Reasonable thinning is acceptable. (VII-12-b) *To reduce the risk of destructive wildfires, Owners are encouraged to adopt “Firewise” management practices by thinning trees and maintaining a “defensible space” of non-combustible material or landscaping around their residence and other structures. . (Added language supplemental to the CC&Rs)*

F. Fire Hazard: No condition shall be permitted which increases the fire hazard. All chimneys shall have spark arresters. The ground surrounding each structure shall be cleaned of pine needles and other debris for a distance of not less than thirty (30") feet at least annually. (VII-13)

G. New plantings: New plantings and landscaping shall stay within the lines of the existing native species, except Owners may, within one hundred feet (100') of their residence and driveway, plant or landscape utilizing native or non-native species, with a preference toward native trees, shrubs, vegetation and plants. (VII-12-c)

V. Permitted and Prohibited Uses, Signs, Vehicles, RVs, Nuisance, Animals

A. Use: No Tract may be used for commercial purposes of any kind, except for the construction of a residence, the sale of parcels by Owners, or a home office-type business that does not involve drive-in customers, clients or employees. (V-4)

B. No Mobile Homes or Modular Homes: All residences shall be constructed on site. There shall be no temporary or mobile residences or living quarters allows. A temporary structure may be kept on a Tract for construction purposes for no longer than 9 months. No improvements shall be occupied for residential purposes during the course of construction or any time prior to completion. (VII-1)

C. Signs: No signs shall be displayed on any Tract, except as specifically permitted in the CC&Rs (generally, For Sale/For Lease signs are permitted.) (Please consult CC&Rs VII-2 for specifics.)

D. Visibility: Unsightly articles shall not be placed on a Tract so as to be visible from neighboring Tracts. Storage piles and equipment shall not be visible from neighboring Tracts, nor items stored in a carport or garage. Temporary trash piles are permitted under certain conditions. (VII-5-6)

E. Trash: Garbage and trash shall be kept on a Tract only in containers of a type, size and style approved by the County Health Department. (VII-5-7)

F. Vehicles: There are a variety of restrictions related to vehicles, which can be summarized as follows: Parking of boats, RVs, trailers, horse, trailers, or trucks larger than a pickup shall not be parked on the roadway or kept on the Tract except in enclosures or a rear yard screened from view or as approved by the majority of Owners. (Please consult VII-8-a, b, c, d for specific language)

G. No Nuisance. No rubbish of any kind shall be permitted to accumulate on the Tract. No odors, noise or nuisance shall be permitted to arise from or exist on any Tract such as to

be offensive to the occupant of any other Tract. No Owner shall be permitted to interfere with the rights of other Owners or occupants or unreasonably annoy other Owners or occupants. Each Owner shall comply with all requirements of state and county health and other authorities with respect to such Owner's Tract. Each Owner shall maintain the Owner's Tract at all times in a safe, sound, sanitary condition and repair. Each Owner shall correct any conditions or refrain from any activity which might interfere with the reasonable enjoyment by other Owners of their respective Tracts. (VII-4)

Pets, Animals, Horses

- H. Animals: All pets must be appropriately restrained per Coconino County Ordinance. No sheep, cows, chickens, goats, ducks, llamas and other farm animals are permitted on a Tract, however, horses are permitted on tracts of 4 acres or more. Up to 3 horses are permitted on Tracts from 4 to 12 acres in size. An Owner must provide a covered stable for each horse. (VII-3)
- I. Dog runs and landscaping: Dog runs, landscaping and gardens with a reasonable amount of customary wood fencing materials (i.e. wood posts, boards, or rails) are permitted if done in a neat and workmanlike manner. (VII-9-b)
- J. Dog runs—additional options: Dog runs may be constructed with plastic covered chain link fencing so long as the color of the fencing is dark green or brown and the dog run is screened from view of the Private Roadway and adjacent Tracts. (VII-4) *(Please note, due to an error in drafting, there are two sections VII-4 in the CC&Rs. The one cited falls between VII-9 and VII-10.)*
- K. Corrals: The CC&Rs enumerate specific requirements for Corrals, Stables, Stalls and Shelter Roofs for horses. Any Owner applying for POA approval of such structures and uses should review Article VII-4-e, f) of the CC&Rs. *(Please note, due to an error in drafting, there are two sections VII-4 in the CC&Rs. The one cited falls between VII-9 and VII-10.)*

Adopted by the Board of Directors
Wildcat Ridge Property Owners Association

Andrew Hughes, President

Date