

Sunnyside Ranch Estates Property Owners Association Inc.

Restrictive Covenants Compliance Guide for Builders/Lot Owners

Architectural Review Committee Approvals

As a Builder/Lot Owner of one or more of the 53 lots comprising the Sunnyside Ranch Estates, you received at closing the *Declaration of Owners Association Private Roadways and Maintenance Covenant*, the bylaws of the Association, and its Exhibit A, *The Ranch Club Estates Amended and Restated Restrictive Covenants*, which specifies lot owner responsibilities in the development, improvement and maintenance of all lots. The Restrictive Covenants document establishes an Architectural Review Committee (ARC) to manage the various approvals required by the covenants. These are the ground rules all lot owners agreed to when purchasing a lot in the Sunnyside Ranch Estates.

The purpose of this guide is to help you in meeting the requirements of the restrictive covenants and in securing the necessary ARC approvals at each step in the development/improvement process. Here are the approvals required by the covenants. The numbers in parentheses refer to the specific restrictive covenant(s) involved.

A. What's Involved

1. Preliminary ARC approval in writing, before construction, improvement or development of any type begins, of:
 - A. building plans and specifications for all structure(s) (1);
 - B. the location of all buildings and structures (3);
 - C. the location of driveways (3);
 - D. site clearing plans, including tree removal – not more than 70% after site walk by ARC representative(s) - prior to cutting (3, 6)
 - E. drainage impact assessment if approved clearing exceeds one (1) acre of wooded land (Town of Southwick restriction)
2. ARC approval in writing, as selections are made, but prior to the commencement of any work, of:
 - A. all landscaping plans for all sides of any structure; any planned property fencing (4).
 - B. all siding on residences, garages and outbuildings and their colors (7);
 - C. all exterior windows, facades, cornices and trim work (7)

3. ARC final approval in writing of;
 - A. the completion of any structure consistent with the plans and specifications in both 1 and 2 above and all the restrictive covenants (1).
4. ARC approval in writing of:
 - A. the addition of any structure, fencing or landscaping, or the removal or pruning of any trees, fronting the golf course (10)
 - B. the addition of any permanent tool house, playhouse, greenhouse or similar structure or outbuilding for storage purposes only (8).

B. How to Proceed

1. When you have both a preliminary house plan and a site plan,
 - A. Contact a Sunnyside Ranch Estates Property Owners Association Executive Officer to arrange a lot walk through by an ARC rep to review and reach concurrence on the lot clearing plan.
 - B. Provide the ARC with a copy of the house blueprints, preferably in reduced format, and a copy of the site plan specifying location of driveways, all building and structures and septic systems.
 - C. Simultaneously prepare and submit **Application for Design Review, Exhibit B**, which specifies the type, make and color of the materials to be used in the construction of the house and in the driveways, walkways and other improvements to the lot.

The ARC will issue a Preliminary approval of the house plan, the site plan and the agreed to lot clearing plan promptly so that construction can begin promptly. The approval of the complete Application for Design Review may occur later in the development process, but prior to installation, as particular exterior choices may change. The landscape plan must be submitted for review before final the final ARC approval is issued.

2. When planning to add any structure, fencing or landscaping fronting the golf course or when planning to add any permanent structure or outbuilding for storage purposes,
 - A. Submit an **Application for Design Review, Exhibit B**, completing that portion addressing the addition in detail.
 - B. Submit any photos or design depictions which will help in an understanding of the planned addition.

The ARC will act upon all such requests within 14 days.