

# **Guidelines for Approval of Design, Construction, and Exterior Alteration of Buildings in the Alta Sierra Community**

**March 3, 2008**

## **Introduction**

These guidelines apply to Alta Sierra Estates, Alta Sierra Ranches, Clover Valley Ranches, Skypark subdivisions and the Birch Meadows subdivisions; herein collectively referred to as the *Alta Sierra Subdivisions*.

These design review guidelines have been adopted by the Alta Sierra Architectural Review Committee (ASARC) and the Alta Sierra Property Owners' Association (ASPOA) Board of Directors as authorized by the CC&R's of the Alta Sierra Subdivisions and will be administered by the ASARC. These guidelines reflect the intent of the respective CC&R's and will be enforced accordingly. Even though not recorded, these Guidelines are enforceable based upon California case law.

Whenever an owner or builder proposes to build or reconstruct, add to or alter the exterior of any improvement on a lot, these guidelines must be followed, whether or not the owner or builder is a member of ASPOA. Design drawings and an application must be submitted to and approved by the ASARC before construction commences.

## **Philosophy**

The goal of ASPOA and the ASARC is to maintain the beauty and tranquility of this unique foothill community for the enjoyment of all owners, families and their guests. This goal is approached not by dictating style, but by ensuring cohesiveness through the following important objectives:

- A. Providing for individuality while fostering a sense of community by encouraging, with as few constraints as possible, individual expression in the architectural design and location of all buildings to fit the land forms.
- B. Strongly establishing a sense of community through the use of construction materials which weather naturally and harmonize with the environment.
- C. Developing continuity of design throughout the community by encouraging new house designs which are compatible to the neighborhood in regard to architectural forms established by existing adjacent structures.

## **Scope and Responsibility of the Alta Sierra Architectural Review Committee**

The ASARC shall consist of three to five persons (some of whom need not be members of the ASPOA Board) to be designated by the ASPOA Board of Directors. Preferably, some members shall have experience in the building or a related profession. Committee members who may have vested interests in projects being reviewed, may participate in the meetings while their projects are under discussion, but will be excused during the voting.

ASARC has arranged with the Nevada County Building Department to be advised of all building permits applied for and issued within the Alta Sierra Subdivisions. Through community awareness, media publications and other means, the Committee shall inform the community of

application and approval requirements for property modifications not requiring a County building permit.

The ASARC is responsible to the ASPOA Board of Directors for review and approval of all plans for improvements on undeveloped lots and/or extensions, modifications or additions to all existing structures in the Alta Sierra Subdivisions. The Board of Directors shall act as an appeal board for plans acted upon by the Committee. Cognizant of the desire of owners and their representatives to avoid costly delays in plan review and construction, the Architectural Review Committee meets regularly.

### **Property Modification Review Initiation**

The review process is initiated when the ASARC is advised by the Nevada County Building Department, or otherwise, that an owner is proposing a project in the Alta Sierra Subdivisions. Projects requiring ASARC approval include, but are not limited to, the following:

- ? Construction of a new residence, garage or outbuilding;
- ? Addition to or external remodeling of an existing structure;
- ? Fencing;
- ? Decking;
- ? Grade alteration of more than 2 feet;
- ? Removal of trees greater than 4 inches in diameter at the base.

ASARC shall contact owners who are planning modifications to their property and shall provide them with a copy of these Guidelines, an Application for Approval and a request for all applicable plans, drawings and other design information. Owners shall be advised not to commence any construction until they have received approval from ASARC.

### **Documents Required for Approval of Design and Construction**

The ASARC requires that all plans and drawings be submitted for approval to the Paul Law GMAC Alta Sierra Real Estate office, 10015 Alta Sierra Drive, Grass Valley CA 95949 Attention: Alta Sierra Architectural Review Committee, at least four weeks prior to the start of construction. The ASARC will review the materials and notify neighboring property owners of the approval of the applicant's project. Within 15 days of submission of the application and appropriate plans, the ASARC will advise the applicant by letter of approval, disapproval or suggested changes. Any significant changes from approved plans must be submitted to the ASARC for subsequent review.

The application is to include the following:

- A. A completed application form.
- B. A complete set of building drawings depicting the exterior of the building. This is to include a plan view and elevations of all sides of the building, these to show chimneys, skylights, exterior light fixtures, and other appendages as well as materials, trim, color scheme, finished grade lines at the building, roof pitch, and overhang. The drawings required by the Nevada County Building Department for permits are usually adequate for committee needs.
- C. A site plan showing the following:
  - 1. All building locations with the site contours before and after grading, finished floor elevations and set back lines.

2. All easements, driveways, walkways, patios, decks, septic systems, storage tanks or any other site features which are to be a part of site construction (e.g. screen walls, retaining walls, storage areas, and fences).
3. All trees over 4 inches in diameter at the base and any other significant natural features to be removed or altered.

### **Site Design and Criteria**

The following criteria are to be considered in the design and location of all structures:

#### **A. Requirements:**

1. Only single-family dwellings with a private garage and one accessory building shall be permitted (or as stipulated in each subdivision's CC&R's). When constructing a single family dwelling a garage is required.
2. Grading: Extreme care shall be taken to prevent erosion and restore disturbed areas to as near natural configuration as consistent with building design. Care shall be taken to protect the root systems of existing trees.
3. Tree removal shall be minimized for any construction project and shall be limited to those trees within the footprint of the house, decks, driveways and a reasonable area surrounding structures to allow for clearance and fire safety.
4. Driveways and paving: Driveways shall be designed from the standpoint of safety of access to the traveled ways, ease of grade, and maintenance of roadway drainage flows. Driveway widths in general should not exceed 20 feet except for provisions of turning radius. Either asphalt, concrete, or crushed rock are acceptable, although concrete and asphalt are much preferred.
5. Enclosures, fences, and screen walls: Enclosures of simple appearance and construction are the most desirable, and they should look like extensions of the house, using the same or similar materials. It is intended that the enclosures shall be used for screening and privacy purposes only. All enclosures must be within the building set back lines. Facilities such as hot tubs and fuel tanks, boats and RV's shall be located and screened to minimize noise and visual impact on adjacent property owners. Property line fences must comply with County height requirements (6ft. maximum height) and be visually transparent when observable from public roadways. Fences containing barbed wire are prohibited. All fences must be approved by the ASARC.
6. Exterior lighting, High intensity discharge lights are discouraged.

#### **B. Other Considerations:**

1. Climatic conditions: During the winter months, rainfall is an average of about 48 inches and a maximum of about 86 inches. Below freezing temperatures occur during much of the winter. Snowfall may be as much as several feet although normal varies from 0 to about 12 inches. Roof design snow loads shall be specified by the Nevada County Building Department.
2. Drainage: Drainage of water from roofs and paving shall be distributed over large ground area or routed in graded trenches or swales. Surface run-off shall not be diverted to cross onto adjacent private property, but should be directed toward the roadway or common areas to minimize erosion.

## **Building Design Criteria**

All new construction, modifications to existing structures and new outbuildings shall meet the following design criteria:

- A. Designs, materials and color schemes shall blend with the natural environment and shall be compatible with the existing homes in the area. Metal and fabric utility structures are discouraged.
- B. Roof: Sloping roofs are required with a minimum slope of 4 inches vertical rise to 12 inches of horizontal run. Eaves shall be a minimum of 18 inches wide (this may include a gutter).
- C. Windows and sliding glass doors: Extra care should be taken to ensure that windows and glass doors are located so as not to intrude into the privacy of adjacent homes.
- D. Exterior lighting: Type and placement of all exterior lighting devices shall be located to minimize glare on adjacent properties and public ways.
- E. Garages and decks: It is intended that each inter-related structure on the same site shall be consistent with all others with respect to architectural character. Materials and finishes shall be similar and compatible.
- F. Manufactured Homes: Applicants are requested to discuss plans with the ASARC prior to plan submission. Manufactured homes are allowed when housing price, size, ownership and architectural style are similar to existing neighborhood homes. Manufactured homes must have a roof pitch of not less than 4 inches vertical rise for each 12 inches of horizontal run. Eaves extension (overhang) must be a minimum of 18 inches. Manufactured homes must be attached to a permanent foundation system in compliance with Nevada County building regulations. Garages are required. The roof pitch shall be compatible with the home and, if detached, garages must be a minimum of six feet from the home. Owners are encouraged to add such items as dormers, gutters, porches and decks that blend the structures harmoniously with the neighborhood.

**PROPERTY OWNERS ARE RESPONSIBLE FOR VERIFYING THAT THEY HAVE OBTAINED THE MOST CURRENT VERSION OF THESE GUIDELINES.**

**APPROVAL BY ASARC DOES NOT RELIEVE THE OWNER/BUILDER FROM COMPLYING WITH LOCAL ZONING AND BUILDING CODES OR OTHER REQUIREMENTS OF GOVERNING AGENCIES.**