

SOUTHVIEW TRAILS COMMUNITY ASSOCIATION

ARCHITECTURAL CONTROL COMMITTEE STANDARDS AND PROCEDURES

INTRODUCTION

The following information is intended to acquaint future and existing homeowners and their representatives with the Southview Trails Community Association's (STCA) Architectural Control Committee (SACC) and its Standards and Procedures. The purpose of the SACC is to provide guidance during the design process and to assure compatibility of all development of land, structures, and improvements within Southview. The value of properties within Southview is greatly enhanced by the views, rural character, natural vegetation and scenic beauty of the land. Maintaining these values in the design and quality of all improvements shall be the primary consideration and purpose of the SACC. The basic criteria used by the SACC in reviewing plans is: "Are the design and the materials to be used compatible with a high quality contemporary residential image and do the proposed improvements fit and complement the specific site on which they are to be placed?"

The SACC strongly recommends that lot owners enlist the services of an architect or qualified designer to design their custom residence. This professional assistance is especially important in Southview where most of the lots are irregularly shaped and have sloping building sites. Careful planning and design of a home will be reflected in the end result through more efficient use of resources and a more pleasant end result for the homeowner.

The following sections detail the architectural standards and administrative procedures promulgated pursuant to Section 4.4. of the Covenants, Conditions and Restrictions for Southview (hereinafter referred to as CC&R's). As is stated in Section 4.1b, the SACC has full authority over the following matters: (i) improvement location as it relates to topography; (ii) removal of trees; (iii) design of, materials used in, and construction of the improvement; and (iv) all restrictions set forth in the CC&R's. Please note that approval of the SACC is required prior to applying to the City of Prescott for a building permit, (as stated in Section 3.28 of the CC&R's).

No structure; change to a structure; landscaping; or landscaping change, unless the property owner is replacing a plant, bush, or tree, may proceed without the written consent of the SACC. No changes to approved plans can be made without the approval of the SACC. If a property owner fails to obtain consent of the SACC, the Board has the right to require the property owner to remove or remedy any unapproved changes. If the property owner refuses, the Board has the option to fine and/or take legal action against the property owner.

No construction shall proceed until a pre-construction site survey has been conducted by the STCA's Management Company (herein referred to as HOAMCO).

APPROVAL PROCEDURE

1. Contact the SACC with any questions you may have regarding the approval process.
2. Prepare an Application for Approval (see attached)
3. Submit Application along with two copies of the drawings for new construction or changes in accordance with section **I, C** below.
4. The SACC will review the application and drawings at its next scheduled meeting. The application and drawings need to be submitted a minimum of two days before the meeting. The SACC will issue its decision within the time provided in Section 3.28 of the CC&R's if the application is submitted in its entirety. If the application is approved, both copies of the drawings will be stamped and signed by the SACC Chairman. One approved copy will be returned to the applicant.
5. If the application is denied, the SACC will inform the applicant the reasons for denial. If the applicant disagrees with the SACC's decision, the applicant has the right to appeal in accordance with the By-Laws of the Association.

The SACC has recommended and the Board has approved these Architectural Standards and Procedures, which will aid property owners in determining how the Committee/Board will generally act on various types of requested plans and changes. This is not a guarantee of approval since each home and lot has unique characteristics that may result in some generally acceptable criteria not being workable for that situation.

These Architectural Standards and Procedures address only certain matters which arise frequently. The absence of a standard dealing with a particular change or issue should not be interpreted as either favoring or not favoring such a change or issue. Questions relating to these Architectural Standards and Procedures should be addressed to the SACC.

The goal of the SACC is to encourage improvements by homeowners that will enhance the community's property values while ensuring that the improvements will not interfere with neighbors' rights. The SACC will be glad to work with property owners to help them understand the Architectural Standards and Procedures.

LANDSCAPING. Landscaping of an informal type compatible with the natural surroundings will be encouraged. Any cutting of native trees or shrubs, except at locations of structures and improvements for which plans have first been approved by the SACC, shall require prior written approval of the SACC. However such prior approval shall not be required for the normal pruning and other maintenance of such vegetation, removal of dead or diseased trees, nor for thinning of such vegetation as necessary for fire prevention.

I. ADMINISTRATIVE PROCEDURES

- A. Improvements Requiring Review.** All improvements, which may have an impact on the appearance of the community, require review and written approval by the SACC. Such improvements include but are not limited to the following:
1. All buildings including accessory structures
 2. Grading or any land alterations
 3. Landscape improvements such as fences, paving, patios, spas or pools.
 4. All exterior materials and colors
 5. Alterations or additions to any of the above items
- B. SACC.** The Committee shall review final plans for all construction within the subdivision including new construction, modifications, and landscaping.
- C. Drawings.** Two copies of the specified drawings and any other relevant materials must be delivered to HOAMCO's Architectural Review Committee representative at the HOAMCO office at 531 Madison, Prescott, AZ 86304. Plans submitted shall include the lot number, lot owner, mailing address, telephone number, name and address of designer or architect and builder, if selected. The fee (Section IV A) for the architectural review process shall be included. The approval process of final plans does not begin until the Committee has received a complete and correct package containing all the materials specified in these procedures. Please note: If the submission is not complete, HOAMCO will not accept the submission and the plans will be returned to the submitter with a copy of the check list identifying deficiencies.
- D. Plan Requirements.** Approval of plans by the SACC is required prior to clearing, excavations or the application for a building permit from the City of Prescott. Construction must be completed per Section 3.20 of CC&R's. The submittal shall include the following:
1. **Topographic Survey.** The survey shall indicate topographic contours at 2 foot intervals, easements, significant natural features affecting the design of the home and existing drainage. All existing trees with a trunk diameter of 3 inches or greater shall be shown. Scale 1" = 10'
 2. **Site Plan:** Show property lines, setbacks (See Section 3.3 of CC&R's), easements, buildings, driveways, patios and fences, including dimensions. Show all trees having a trunk diameter of 3 inches or larger measured at 1 foot from the ground. If side yard setbacks are less than 16 feet, a non-combustible material approved by the City of Prescott Building Department must be used. Scale 1" = 10'
 3. **Grading Plan:** Show structures, improvements, trees, existing contours and flow lines, proposed finished grades, lot drainage pattern and drainage system. The plan must also show driveway slopes and finished floor elevations. Grading plan information may be incorporated into the site plan and/or elevation drawing. Scale 1" = 10'
 4. **Foundation Plan:** Include all dimensions and appropriate details. Scale ¼" = 1'
 5. **Floor Plan:** Shall be fully dimensioned showing all floor spaces and interior floor level transitions. The plan shall include all balconies, decks, garages, and storage areas. Indicate square footage of livable floor space on each level. The floor area of the primary residential dwelling on each lot, exclusive of the porches, garages, patios or any other similar extensions or projections, shall not be less than 2,000 square feet of livable area. Where there is a second story or a basement, the ground level (main level) must be at least 1,400 square feet. Each dwelling must provide for at least a double garage. (Section 3.4 of the CC&R's). Scale ¼" = 1'

6. **Roof Plan:** Must show hips, valleys, ridges, roof pitches and roofing material. Scale ¼" = 1'
7. **Exterior Elevations:** Must show all facets of exterior design including decks, railings, trim, etc. Indicate all elements that will affect the exterior of the building including proposed roof slopes, roofing materials and all finish materials. Existing and finished grade lines must be shown on all elevations. Scale ¼" = 1'
8. **Exterior Colors and Finishes:** Include samples of exterior and trim colors and stain (if appropriate). Include color brochures or actual samples of stone and/or brick and roofing material.
9. **Landscape Plan:** Shall include size, type and location of all trees and shrubs and ground cover to be planted on the lot. Show also all walks, patios, fences and decks as they relate to the landscape elements. Completion of landscaping in accordance with plan is required within 6 months following the date of final inspection. (See section 3.14 of the CC&R's). Importance is placed on leaving undisturbed as much of the natural vegetation as possible. (See suggested landscape materials list attached to this document).
10. **Mailbox Enclosure Design.** Shall include a drawing of the mailbox enclosure. The enclosure shall complement the home design. The enclosure dimensions shall be as follows:

Width (viewed from front)	minimum	1'4"
	maximum	2'0"
Depth (viewed from side)	minimum	2'0"
	maximum	2'6"
Height (to bottom of cap)	maximum	5'0"
	Type T-2 postal box above ground (USPS requirement)	3'6"

Furthermore, the required exterior light shall be included as part of the mailbox enclosure structure. It is recommended that the light be located within the enclosure. This light shall be on a sensor that switches it on at dusk and off at dawn. This light shall be of an unobtrusive nature and shall not cast a glare visible to any other property (see Section 3.23 of the CC&R's). Homes located along paved private drives shall be exempted from the exterior light requirement.

11. **Drip Irrigation Line.** A sleeve shall be provided to contain the existing drip irrigation line in the right of way (immediately adjacent to the sidewalk or curbing). The sleeve shall be a 1 ½" minimum diameter Schedule 40 plastic pipe placed under driveways, mailboxes, monuments and walks. This allows for repairs or replacement of the line. Construction drawings shall show the sleeving size and location where applicable.
12. **FIREWISE Compliance.** Southview is a FIREWISE community and has implemented a FIREWISE Plan. This plan and associated documentation should be reviewed prior to the submittal of plans to the ACC for approval. This documentation can be accessed on the Southview website (www.southview-az.org). Fuel reduction implementation must be completed prior to the request for final inspection by HOAMCO.
13. **House Numbers on Street Curbs Guidelines.** Homeowners will be allowed to have their house numbers painted on the street curbs in front of their house. The background will be white in color with a maximum of 4 ½ inches high and 18 inches in length. The numbers will be black in color, 4 inches in height and utilize a block style design.

II DESIGN STANDARDS:

The following standards specify some of the various aspects of a desirable design which the lot owner shall take into consideration in designing a residence and other improvements.

- A. **Site Planning Considerations:** The building plan shall be designed to respond to sloping sites and to reduce building mass. Situate residence and other improvements to preserve as many existing trees, shrubs and boulders as possible. Consider orientation to sun, view and direction of prevailing wind. Every effort must be made to locate improvements so as to avoid blocking desirable views from other lots.
- B. **Driveway Considerations:** Driveways (12' minimum) shall be integrated into natural slopes to minimize cuts and fills. Low and sloping cuts and fills, when properly landscaped, control erosion and blend into existing surroundings. Where steep drives are necessary, slope breaks should be provided at garage and street to avoid scraping vehicles. Driveway grades in excess of 14% will not be approved unless the Architectural Control Committee believes that the steeper drive is required for access to the particular lot. Approved materials for use as driveways are concrete, masonry or similar materials. No asphalt pavement or gravel will be permitted (see Section 3.10 of the CC&R's) Adequate off-street parking spaces shall be provided.
- C. **Topography and Building Form.** Buildings shall be designed to conform to the natural topography of the site, and minimize the visual impact of the building against the landscape. Breaking floor levels to conform to lot slope will reduce building profile. Non-treed lots are highly visible and will require more control of vertical building forms to reduce the visual impact of the building mass. High exposed walls and deck structures shall be avoided unless mitigated by breaks or relief.
- D. **Roof Forms.** Major roof elements shall reflect the natural topography of the site with ridges running parallel to the contours of the land. Fascia boards of a minimum of 8 inches will be encouraged when appropriate. Roof pitches greater than 6:12 will be discouraged due to the negative visual impact they have on the surrounding properties.
- E. **Plan Forms.** Building plan forms shall respond to the individual site with consideration for topography, and its relationship to other buildings (present and/or future). Consideration should be given to climatic orientation and scenic views. The location of the building to the site should create interest and spatial variety. Box-like plans with porches and stairs thoughtlessly placed fail to respond to the natural environment and shall be avoided.
- F. **Entry Plans.** Entry stairs and porches shall be designed as an integral part of the structure accommodating the constraints of both the site and the floor plan in an aesthetic manner. The front entry is important and its prominence should be reflected in the design. Protection of these areas from the elements should also be considered.
- G. **Deck Plans.** Deck plans shall be designed to provide relief in both vertical and horizontal direction. They should respond to their intended use and should correspond to changes in exterior grades and interior levels. Large and/or long unbroken decks can be visually monotonous and generally make a poor transition between indoor spaces and the natural elements of the building site. If the understructure is visible from the property line, then measures shall be taken to mitigate the visual impact.
- H. **Deck Railings and Support Structure.** Deck railings and supporting structures are important considerations relating to the overall design of a building. Caps and railings shall have detail and depth, and be a natural visible and functional extension of the main structure. Supporting members need substantial visual scale to maintain proper proportions.

- I. Retaining Structures.** Exposed faces of retaining walls shall not exceed 6 feet. When retaining structures are required for heights above 6 feet, multiple structures (stepped to create terraces) shall be used. Planting materials may be required to reduce the visual mass of unbroken walls.
- J. Foundation Walls.** Unless integrated into the building's design, large expanses of foundation walls shall be avoided or covered with an acceptable finish material. Raised planters, properly proportioned, can often integrate high floor lines with the site. Windows or other treatments may be required to break the visual mass and provide for future utilization of the space.
- K. Fencing and Screening.** Fencing shall not be used to define limits of property ownership. Fencing shall be an integral part of the building design, constructed with materials that are compatible with the exterior of the building. Care shall be exercised in the placement of fences and screens to preserve the scenic views and those of your neighbors. Walls or fences that substantially obscure a view through them shall be placed at least seven feet inside all property lines. Painted wood screen walls and painted steel tubular or wrought iron fences less than six feet high may be permitted. Fencing materials of plastic, chain link, barbwire or fiberglass will not be accepted other than brown vinyl coated chain link. Fences shall not be visible from the roadway unless approved by the SACC. Fencing shall not enclose more than five percent (5%) of the total square footage of the lot area and not exceed a maximum height of six feet.
- L. Exterior Building Materials.** Continuity is an important consideration in the use of exterior materials. Consider all sides of the building and avoid a 'front only' approach. Masonry materials shall include brick, stone, or split face block. The use of plain blocks is acceptable only when mortar and blocks are stuccoed. Siding materials of natural wood are acceptable and can be horizontal, vertical or diagonal as may be appropriate with the design of the structure. Siding materials which give a prefabricated appearance to the building will not be approved. Stucco is a durable and attractive siding material, available in various colors and textures. The minimum dimension for fascia materials is considered to be 2" by 8"
- M. Exterior Colors.** SACC has adopted a color pallet of exterior colors which must be used when selection exterior exterior colors for new construction or repainting. The color pallet consists of colors that meet the Southview requirements that the reflectivity (LRV) be 40 or less. Copies of the color pallet may be borrowed from HOAMCO for a two week period for use by owners in selecting colors. If more than one color is desired, the darker color must be used for the exterior trim. The colors making up the color pallet are Frazee Paints available at Classic Paint in Prescott. Other paint manufacturers are permitted as long as their paint matches colors in the color pallet. The color selections must accompany plans that are submitted for approval and any change must be submitted to the SACC.

Final color approval is contingent upon a field inspection, prior to final painting, of samples actually painted on the house. The primary color shall be greater than 20 square feet. Advise HOAMCO when samples have been applied to the house and are ready for viewing by the SACC. However, if the construction method used for stucco is to put the color in the final coat of stucco the following shall occur. A textured sample of 12"x 12" minimum, from the manufacturer, shall be submitted to the SACC for approval prior to the final coat of stucco being applied.

Homes that have been completed prior to the issuance of these revised Architectural Standards and Procedures will be allowed to keep their existing exterior color. If a change in color is desired, the new color must come from the approved color pallet and submitted to the SACC.

- N. Roofing Materials.** Highly reflective roofing materials (including, but not limited to, Slurry Finish or equivalent) on roofs are prohibited. In order to blend in with the natural vegetation, roofing materials in earth tones are recommended. Tile roofs are preferred as a compliment to stucco. Roofing materials are an important consideration in the hill environment of Southview where roofs are visible from many different perspectives. Roof penetrations made of metal or plastic must be painted to match the roofing material

color. Roof penetrations visible from the street shall be minimized. Combustible wood shakes or shingles are prohibited (see Section 3.5 of the CC&R's)

- O. Landscaping Plan.** Landscaping is an integral part of home construction in Southview and the landscaping plan shall be submitted with the final plans to the SACC. The landscaping must be completed within 6 months after home construction is completed or in any event prior to the time the home is offered for sale. The purpose of landscaping is to soften the transitions between the building and the site; control erosion from construction scars; break up the visual height of plain walls; and to provide screening from neighbors and shade from the sun. Plantings along the right of way or other areas of the property shall not provide screening or obstruction of views.

Natural, low maintenance landscaping, which blends in with the native Southview environment, is encouraged. Drip irrigation systems, which cut down on both maintenance and water usage, are recommended. The landscaping plan shall include the sizes, types and placement of all landscaping materials to be used on the lot. For each tree that is more than 3 inches in diameter removed from the lot, a new tree will be planted (see Section 3.24 of the CC&R's). The extent of landscaping required is dependent on the particular site.

- P. Operating Equipment.** Operating equipment (including but not limited to HVAC equipment, plumbing equipment, pool filters, and antennae) shall be screened from view of neighbors. Also, operating equipment shall not create any noise which would be obtrusive to neighbors.
- Q. Exterior Lighting.** All exterior lighting is subject to the approval of the SACC. Exterior lighting shall not have an obtrusive appearance or cast a glare visible on any other property. Seeded or frosted glass shall be used or that the light shines downward. See Section I D 10 for mailbox light requirements.
- R. Antennas.** No visible television antennas will be allowed (see Section 3.8 of the CC&R's)
- S. Corner lot site lines.** Corner lots must not have obstruction sight lines. (see Section 3.22 of the CC&R's)

III NEGATIVE CONCEPTS TO BE AVOIDED:

- A.** Southview is a custom home community. As such, repetition of homes of the same builder's model or models will not be permitted within Southview unless, in the sole opinion of the SACC, the elevations and appearance of the home does not resemble any other home within the community.
- B.** Structures that appears incongruous and harsh with their surroundings.
- C.** High foundation walls, without architectural relief additions, that do not match the walls above the floor level.
- D.** Unnecessary destruction of the natural contours of the land.
- E.** Displacement of natural drainage patterns.
- F.** Materials in natural or constructed drainage ways that are too fine (such as decomposed granite) to withstand major storm flow.
- G.** Cut and fill which is not concealed, resurfaced or replanted.
- H.** Outside lights which are a nuisance to neighbors.
- I.** Gaudy, artificial, decorative items in exterior yards (such as rock or gravel that has been artificially colored, plastic birds, or other incongruous statuary).
- J.** Bright, shiny, non-textured materials.
- K.** Boxy conventional "tract-style" houses without distinctive characteristics or theme.
- L.** Use of artificial materials not in harmony with the general quality of Southview residences or the natural forest, such as imitation brick, exposed concrete masonry, unnatural looking imitation stone, plastic siding or metal siding with a metallic finish.
- M.** Horizontal wall plane dimensions greater than 15 feet without interruptions of openings, windows, doors or an architectural relief.

IV FEES.

- A. Architectural Review.** The Architectural Control Committee will charge a **\$1,100.00** processing fee to defray its costs in considering any requests for new home approvals submitted to it. A **\$400.00** fee will be assessed for remodels and additions that require a building permit from the City of Prescott. The appropriate fee shall be paid at the time the request for approval is submitted. Professional consultants retained by the SACC shall be paid such compensation as the SACC determines. The SACC may delegate its plan review responsibilities, except final plan approval, to one or more of its members or to architectural consultants who it retains.

- B. Contractor’s Construction Compliance Bond Contract.** The Construction Compliance bond provided by the contractor (not homeowner, unless acting as their own general contractor) shall be placed in a deposit fund pending satisfactory completion of all aspects of the project, including all off-site work (such as street cuts, sidewalk and curbing repairs, and drainage). The SACC will return the Construction Compliance Bond to the rightful party upon final approval. Failure to receive end of project approval will result in STCA and the SACC completing the job as required and paying all costs from the Construction Compliance Bond fund. If the Construction Compliance Bond is insufficient to pay all costs associated with these requirements for final approval, the contractor shall be assessed the difference. Penalties assessed may be deducted from bond.

Contractor’s Construction Compliance Bond Amounts:

1) New House	\$2,500.00
2) Landscaping (1)	\$500.00
3) Major Addition/Changes (2)	\$1,000.00
4) Other Projects (3)	As determined by ACC

- Notes:** (1) Shall be completed 6 months from final approval
(2) When a City of Prescott building permit is required.
(3) Specific fee determined by the SACC based on submittal scope.

- V. Right of Entry.** During reasonable hours, any member of the SACC, any member of the Board or any authorized representative of them, shall have the right to enter upon any land surrounding any residential structure on the Real Property, excluding the interior of any residence located thereon, for the purpose of making inspections to determine whether the provisions of this document and the STCA Construction Rules and Regulations are being complied with by the owner of each lot.

- VI. Non-Liability.** Neither the Association, the Board members, any member of the SACC, or any agent, employee or other party providing architectural consulting services to the SACC shall be liable in damages to anyone submitting plans to it for approval or to any owner or other person by reason or mistake in judgment, negligence, or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve any plans submitted to the SACC, and each owner or other person submitting plans agrees, by submission of such plans and specifications, that he willingly not bring any action or suit against the STCA, the Board members, or the members of the SACC, or their agents or employees, or parties providing architectural consulting services to the SACC, to recover damages as above described, including, without limitation, to recover damages arising out of or in connection with flooding, natural disaster or soil conditions.

Approval by the SACC shall not be deemed to be a representation or warranty that the owner’s plans and specifications or the actual construction of improvements are free from defects (design, construction or otherwise) or are free from hazards, such as flooding, natural disaster or adverse soil conditions or comply

with applicable governmental ordinances or regulations, including, but not limited to, rezoning ordinances and local building codes.

It shall be the sole responsibility of the owner or other person submitting plans to the SACC or performing any construction, to comply with all such ordinances, regulations and codes. Each owner understands that due to the location and condition of the owner's lot there may be certain inherent risks including, but not limited to those related to flooding, soil conditions or natural disaster and agrees for himself, his family, guests and invitees the "Releasing Parties" to release the STCA , the Board members, the members of the SACC and their agents, employees and parties providing architectural consulting services to the SACC from any and all liability arising from any damage or injury to the person or property of the Releasing Parties rising out of or in connection with such hazards.

SEE ALSO ATTACHED HERETO:

Suggested Landscape Materials

Architectural Standards and Procedures Checklist

Application and Contract for Residential Construction, Landscaping or Remodeling

Contractor's Compliance Bond Contract

Contractor and Lot Owner's Construction Rules and Regulations Agreement

Construction Rules and Regulations

Construction Violation Notice and Procedures

SOUTHVIEW TRAILS COMMUNITY ASSOCIATION

SUGGESTED LANDSCAPE MATERIALS

LEGEND

- | | |
|-------------------------------|---------------|
| 1. Low Water Requirements | A. Full Sun |
| 2. Moderate Water Requirement | B. Part Shade |
| 3. High Water Requirement | C. Full Shade |

TREES, EVERGREEN

Colorado Spruce	2
White Fir	2
Scotch Pine	2
Austrian Pine	2
Bristlecone Pine	2
Ponderosa Pine	2
Pinion Pine	1
Arizona Cypress	1
Leylandi Cypress	1
Deodora Cedar	2
Blue Atlas Cedar	2

TREES, DECIDUOUS

Aspen	3
Arizona Ash	2
Redbud	2
European Sycamore	2
Flowering Plum	2
Flowering Crab	2

Silver Maple	2
Amur Maple	2
Honey Locust	2
Golden Locust	2
Rubylace Locust	2
Hawthorn	2
Fruit Trees	2
Russian Olive	1
Pin Oak	2

VINES

Wisteria	2	A
Grapevine	2	A
Virginia Creeper	1	AB
Clematis	2	AB
Honeysuckle	2	AB
Silver Lace Vine	2	A

NATIVE SHRUBS

Manzinita	1
Scrub Oak	1
Gambel Oak	1
Apache Plume	1
Cliff Rose	1
New Mexico Locust	1
Oakleaf Sumac	1

SHRUBS, EVERGREEN

Arborvitae	2	AB
Alberta Spruce	2	AB
Pyracantha	2	AB
Mugho Pines	1	AB
Nandina	1	ABC
Mahonia Aquifolium	2	ABC
Juniper-Spreading		
Varieties	2	ABC
Juniper-Upright	2	ABC
Yucca Pendula	1	AB
Holly-Most		
Varieties	3	BC
Euonymus	2	AB
Cotoneaster, low		
Spreading & Upright	2	AB
Pampas Grass	1	A
Japanese Boxwood	2	BC
Manzanita	1	AB
Flowering Pear	2	

SHRUBS, DECIDUOUS

Althea-Rose of Sharon	2	AB
Flowering Almond	2	AB
Flowering Quince	2	AB
Santolina	1	AB
Snowball Viburnum	2	AB
Spirea – Bridal Wreath	2	AB
Spirea – Anthony Waterer	2	AB
Mock Orange	2	AB
Lilac	2	AB
California Privet	2	AB
Butterfly Bush	2	AB
Forsythia	2	AB
Red Barberry	2	AB
Green Barberry	2	AB
Potentilla	2	AB

GROUND COVER

Sedum	1
Potentilla Verna	2
English Ivy	2
Honeysuckle	
Japanese	2

GRASS

Kentucky Bluegrass	2
Perennial Ryegrass	2
Fescue	1
Buffalo Grass	1

SOUTHVIEW TRAILS COMMUNITY ASSOCIATION
ARCHITECTURAL STANDARDS AND PROCEDURES CHECKLIST

1. Information regarding those to be contacted regarding discrepancies and approval:

Name _____	Name _____
Address _____	Address _____
_____	_____
Phone _____	Phone _____
e-mail _____	e-mail _____

2. A **\$1,100.00** SACC Design review Fee- Checks to be made payable to Southview Trails Community Association (STCA). A **\$400.00** SACC Design review fee will be required for any remodel or addition that requires a building permit from the City of Prescott.

3. Exterior Colors and Material Samples-Include samples of exterior and trim colors. Stain colors. Color photos of roofing materials and stone/brick materials, and catalog cuts of exterior light fixtures. Note: All exterior wall mounted light fixtures must be non-glaring with the light source directed downward.

4. Two Complete sets of plans to include the following.

A. Site plan 1"= 10'

- The site plan shall show all trees with a 3" or greater caliper. The plan must also show sleeving (under the driveway and mailbox) for Southview irrigation water line.

B. Grading Plan 1"=10' with 2" contour lines

C. Foundation Plan 1/4" = 1'

D. Floor Plan 1/4" = 1'

E. Roof plan 1/4" = 1'

F. Exterior Elevation Plan 1/4" = 1'

- Must indicate the natural and finish grade.

G. Landscape Plan

- Recommendations of plantings are included in the Architectural Design Guidelines.

H. Mailbox Enclosure Design

- It is recommended that the required property light be incorporated into the mailbox rather than placed on top.

I. FIREWISE Plan

- The total lot must meet fuel reduction requirements as outlined in the Southview Trails FIREWISE plan – see Section D #12 ACC Standards & Procedures.

Submitted by _____

Date _____

SOUTHVIEW TRAILS COMMUNITY ASSOCIATION
APPLICATION AND CONTRACT FOR RESIDENTIAL CONSTRUCTION,
LANDSCAPING, OR REMODELING IN SOUTHVIEW

I, _____, **Owner of Lot#:** _____ **Lot Address:** _____
_____, request approval of my plans to construct a residence, add to an existing home, remodel an existing home or to landscape the property. My contractor and I have read and understand Southview Trails Community Association's (STCA) Architectural Standards and Procedures. My contractor and I agree to comply with the CC&Rs for Southview and the STCA Architectural Standards and Procedures. My contractor and I also agree to comply with the following conditions of the STCA's Architectural Control Committee (SACC) upon approval of my application.

1. Complete construction in accordance with Section 3.20 of the CC&R's and complete the landscaping within 6 months (Section 3.14 of the CC&R's) of the final inspection by the City of Prescott.
2. All phases of construction will comply with the applicable State, Federal and Local rules, codes, and statutes.
3. Construction debris will be controlled and placed in a dumpster or otherwise removed weekly. All dumpsters shall be emptied when full and are not permitted to have debris spill out onto the property.
4. The STCA may notify all interested parties of the incidents of delinquency or non-compliance regarding the provisions of this Application and contract.
5. Licensed contractors and subcontractors will perform all work.

Property Address: _____ Lot# _____

Property Owner Name(s): _____

Present Address: _____

Property Owner Signature (s): _____ Telephone#: _____

Contractor's Name _____

Address: _____

Contractors License# _____ Effective Date: _____

Final Approval: _____ **Date:** _____
STCA Architectural Control Committee Member

SOUTHVIEW TRAILS COMMUNITY ASSOCIATION
CONTRACTORS CONSTRUCTION COMPLIANCE BOND CONTRACT

The Contractor's Construction Compliance Bond, a check made payable to Southview Trails Community Association (STCA) shall be provided by the contractor will be placed in a deposit fund pending satisfactory completion of all aspects of the project and approval of the Architectural Control Committee (SACC). The STCA will return the cash bond to the rightful party upon that approval.

If the project is not completed in accordance with the CC&R's, the Architectural Standards and Procedures and/or the approval plans, the STCA may complete the project as required, deducting all costs from the construction compliance bond. Any penalties assessed may also be deducted for the bond.

Contractor's Construction Compliance Bond Amounts:

- | | | |
|----|-----------------------------|---------------------------|
| 1. | New House | \$2000.00 |
| 2. | Landscaping | \$500.00 |
| 3. | Major Additions/Changes (1) | \$1000.00 |
| 4. | Minor Projects (2) | \$0.00 to \$500.00 |

- Notes: (1) When a City of Prescott building permit is required
(2) Specific fee determined by the SACC based on the submittal scope

Contractor Name: _____ Lot# _____

Address _____

Telephone # _____

SS# OS Tax ID# _____

Contractors License# _____

I have read and agree to the Contractor's Construction Compliance Bond Contract requirements.

Signature

Title

Date

**SOUTHVIEW TRAILS COMMUNITY ASSOCIATION
CONTRACTOR AND LOT OWNER'S
CONSTRUCTION RULES AND REGULATIONS AGREEMENT**

I have received a copy of the Southview Trails Community Association Construction Rules and Regulations and agree to abide by them. I further acknowledge that any violations are subject to fines as imposed by the Southview Trails Community Association as defined in the Construction Violation and Procedures policy document.

Construction's Company Name

Lot Owner's Name

Contractor's License Number

Lot Number

Contractor's Address

Lot Owner's Address

Contractor's Telephone Number

Lot Owner's Telephone Number

Contractor's Representative Signature

Lot Owner's Signature

Date

Date

SOUTHVIEW TRAILS COMMUNITY ASSOCIATION
CONSTRUCTION RULES AND REGULATIONS

The following Construction Rules and Regulations are applicable for all construction at Southview:

1. No construction (including any site preparation, removal of trees, etc.) shall occur prior to the owner receiving final written approval from the Southview Trails Community Association's (STCA) Architectural Control Committee (SACC) of both the building and landscaping plans. Preliminary clearing may begin after obtaining approval from the SACC. No construction shall proceed until a pre-construction site survey has been conducted by the STCA's Management Company (herein referred to as HOAMCO). Contact HOAMCO at 928-776-4479 to schedule a pre-construction site survey.
2. No changes to or alterations of the approved building or landscaping plans shall be executed without first submitting revised plans and receiving written approval from the committee.
3. Contractors/Owners are responsible for and shall be required to pay for or effect the repair of any damage of streets, curbs or surrounding property as well as the clean-up of debris or mud-tracking caused by their own, their sub-contractor's or their supplier's actions. Any existing damage must be reported to HOAMCO before starting construction.
4. Contractors must place stakes and strings along the lot lines where feasible. Where large boulders are situated along the property line(s) making it impossible to encroach on the adjacent property, staking and stringing shall not be required. If boulders are to be removed, staking and string shall be required. Contractor shall also inform their sub-contractors that encroachment onto adjacent property is not allowed. The only exception will be if the contractor/owner receives approval from the adjacent property owner(s) in writing with a copy provided to SACC in advance of any encroachment.
5. The existing STCA's drip irrigation line in the area immediately adjacent to the sidewalk or curbing shall be protected during the course of construction so as not to damage or cut the waterline. Whenever in the course of construction it is necessary to break into this line, prior notification shall be given to HOAMCO and it shall be reconnected and made fully serviceable within a period not to exceed 72 hours. A sleeve shall be provided to contain the existing drip irrigation line in the right of way (immediately adjacent to the sidewalk or curbing). The sleeve shall be a 1 1/2" minimum diameter Schedule 40 plastic pipe placed under driveways, mailboxes, monuments and walks. This allows for repairs or replacement of the line.
6. Use of any adjacent property owner's utilities is prohibited unless prior written permission of the owners of the property is obtained in writing. A copy of the letter shall be submitted to SACC.
7. Construction working hours are limited as follows:

Monday through Saturday: **7:00 a.m. to 6:00 p.m.**
Sunday: **NO CONSTRUCTION ALLOWED**

8. A trash container shall be provided on the jobsite so that construction debris, cans, bottles, paper wrapping and other trash may be properly discarded. Where possible the container shall be placed within the confines of the lot. All construction debris shall be placed in the container, not piled along side of it. Containers shall not be filled to overflow capacity which causes debris to fall out or blow away. The jobsite shall be kept neat and “picked up” on a regular basis.
9. Contractor and sub-contractors and their respective employees shall obey the established speed limits within Southview. For the safety and consideration of existing Southview homeowners, parking shall be on one side of the street only to allow clear passage for traffic, garbage pickup and emergency vehicles.
10. Any workers bringing a dog or dogs to the jobsite shall keep such dog(s) under control and on a leash or keep such dog(s) inside a vehicle.
11. In accordance with Paragraph 3.25 of the CC&R’s, no playing of radios, tape decks, etc., which is objectionable to property owners, is allowed on the job site.
12. Tapping into the STCA existing irrigation system is strictly prohibited.
13. During construction, a General Contractor is the only business permitted to have a sign on the property and then only one sign. The Contractor sign shall be no larger than 18 x 24 inches with a dark colored frame and mounted no higher than 18 inches from the ground. No financial institutions or sub-contractors are allowed to display signs. All signs must be removed at the time of occupancy or close of escrow.
14. Refer to the Construction Violation Notice for the procedures that have been established for implementation and appeal of construction fines in the event that a construction violation occurs.
15. Construction of the home is to be completed within the required twelve month period (See Section 3.20 of the CC&Rs).
 - (a) The “**start date**” is defined as when the City of Prescott building permit has been issued and received by HOAMCO, all applicable construction contracts have been completed and signed, the preconstruction meeting with HOAMCO has been completed and the ground is disturbed or moved or construction activity on the site is otherwise commenced.
 - (b) “**Completion**” is when final inspection is completed and approved by SACC and the site has been cleared of all construction equipment, material and signs: the street has been cleared of all vehicles and debris, final city inspection has been received and any offsite damage has been repaired. The owner/contractor is to call for a final inspection by SACC or its representative.
16. Landscaping for speculation homes shall be completed within three months of completion of the home. (See 15b above).

SOUTHVIEW TRAILS COMMUNITY ASSOCIATION
CONSTRUCTION VIOLATION NOTICE AND PROCEDURES

The process for handling a violation and/or for any subsequent appeal to the violation is as follows:

Step 1: A courtesy call is made by Southview Trails Community Association's (STCA) Management Company (herein referred to as HOAMCO) to the offending contractor or to the lot owner(s) if they are acting as their own general contractor. Herein if the property owner is their own general contractor, the use of the term contractor implies "owner". The substance of the call shall indicate the specific violation; the date by which the violation must be corrected; and the fine that may be incurred by the contractor if the violation is not corrected. The contractor will have four (4) business days **after** the date of the call to either appeal the violation or correct the violation.

Step 2: A written Notice of Violation is sent from HOAMCO to the offending contractor if the violation specified in Step 1, above, is not corrected within four (4) business days after notification. The notice shall indicate the specific violation and the fine that will be assessed against the contractor's bond if the violation is not corrected. A copy of the notice will be sent also to the lot owner as well as kept on file by HOAMCO. The contractor will have four [4] business days **after** receipt of the Notice of Violation by the contractor to correct the violation. The notice is to be sent certified mail [PS Form 3800] with a Return Receipt acknowledgement [PS Form 3811]. This Return Receipt acknowledgement will 'start the business day clock'.

Step 3: If the violation specified in the Notice of Violation in Step 2, above, is not corrected then the following process is to be activated by HOAMCO:

- a. Apply the fine against the contractor's bond
- b. Notify the contractor that the fine has been applied
- c. Notify the lot owner that the fine has been applied
- d. Issue a Stop Work order on the applicable construction site
- e. Request the contractor to show evidence either visually or in writing that the violation has been corrected
- f. Request the contractor to submit funds sufficient to restore the construction bond to full value
- g. Once the bond value has been restored, terminate the Stop Work order

Step 4: Certain violations are considered serious enough that they will warrant the levying of a fine immediately. In these situations, when the violation has been reported to HOAMCO and verified by an on-site inspection by a HOAMCO representative, then HOAMCO will notify the offending contractor **and** the lot owner by phone, fax or email of the violation and issue to the contractor a Notice of Violation. The fine will be posted against the contractor's construction bond at this time. The contractor will have four (4) business days **after** the date of the violation notification to appeal.

Step 5: If either the lot owner allows or the contractor repeats the same violation on the same construction site after four (4) business days then process Steps 1 through 3 will be reapplied but the fine will be doubled each time the violation is repeated.

Right to Appeal

In all cases where HOAMCO has issued a Notice of Violation, the offending contractor has the right to appeal to HOAMCO to reverse the decision. The contractor wishing to exercise such right must notify HOAMCO either by fax, email or in writing during the time period specified in Step 1 or Step 4, above. If the contractor appeals a violation, the contractor still must pay the fine and/or correct the violation in order to continue work while the appeal is being reviewed. If on subsequent review, it is deemed that no violation existed or it is to be waived then the fine will be returned to the contractor's construction bond.

HOAMCO, upon receiving an appeal against a Notice of Violation against a contractor, will notify the Southview Architectural Control Committee (SACC). SACC will, at its next regularly scheduled meeting, review the appeal and make a recommendation to the Board of Directors regarding the resolution thereof.

List of Violations

1. Starting construction prior to a 'pre-construction site survey' by HOAMCO.
 - a. Step 4 is applicable for this violation.
 - b. Fine for this violation shall be \$500.
2. Starting construction prior to 'posting a contractor's construction bond'.
 - a. Step 4 is applicable for this violation.
 - b. Fine for this violation shall be \$500.
3. Starting construction without [SACC] approval.
 - a. Step 4 is applicable for this violation.
 - b. Fine for this violation shall be \$500.
4. Starting construction without 'stringing the property'.
 - a. Step 4 is applicable for this violation.
 - b. Fine for this violation shall be \$500.
5. Use of adjacent property for any reason without the adjacent property owner's written permission on file at HOAMCO prior to the use.
 - a. Steps 1, 2 and 3 are applied as applicable.
 - b. Fine for this violation shall be \$300
6. Lack of control of and/or disposal of building materials and/or trash on construction site or any adjacent lot. This includes the periodic emptying of the onsite dumpster.
 - a. Steps 1, 2 and 3 are applied as applicable.
 - b. Fine for this violation shall be \$300.
7. Initiation of painting without prior approval of the SACC.
 - a. Step 4 is applicable for this violation.
 - b. Fine for this violation shall be \$300.

8. Major changes made to the exterior of the construction site either to the building itself or the landscaping without submitting documentation to HOAMCO for approval prior to initiation of the changes.
 - a. Steps 1, 2 and 3 are applied as applicable.
 - b. Fine for this violation shall be \$300.

9. Storing building materials on the sidewalk or in the right of way for an extended period of time [> 96 hours]
 - a. Steps 1, 2 and 3 are applied as applicable.
 - b. Fine for this violation shall be \$300

10. Clearing property without first securing written permission from SACC. This statement is not to be confused with a lot owner or their designee from trimming or clearing downed or dead trees and/or brush.
 - a. Steps 1, 2 and 3 are applied as applicable.
 - b. Fine for this violation shall be \$300

11. Failure to honor the 'Stop Work' order. The only allowable activity that will be permitted on the construction site in question after a 'Stop Work' order has been issued is site cleanup.
 - a. Step 4 is applicable for violation.
 - b. Fine for this violation is \$500/day.

12. Failure to complete construction within the required twelve month period.
 - a. Step 4 is applicable for this violation.
 - b. Fine for this violation shall be \$500 per month for each and every month construction exceeds twelve months.

Note:

1: The "Start Date" is defined as when the City of Prescott building permit has been issued and received by HOAMCO, all applicable construction contracts have been completed and signed, the preconstruction meeting with HOAMCO has been completed and the ground is disturbed or moved or construction activity on the site is otherwise commenced.

2. "Completion" is when final inspection is completed and approved by SACC and the site has been cleared of all construction equipment, material and signs; the street has been cleared of all vehicles and debris; final city inspection has been received and any offsite damage has been repaired. The owner/contractor is to call for a final inspection by SACC or its representative.

- 13 SACC shall have the right to assign other fines for violations of construction rules as they see fit. These fines shall not exceed \$300 per infraction.

Southview Trails

APPLICATION FOR REVIEW OF MODIFICATION/IMPROVEMENT

FAX SUBMITTAL TO 928-776-0050

MAIL TO PO BOX 10000, PRESCOTT, AZ. 86301

(928) 776-4479

DATE: _____

UNIT/LOT: _____

OWNER: _____

DESIGNER/CONTRACTOR _____

ADDRESS: _____

REVIEW FEE: _____

PHONE: _____

PHONE: _____

MODIFICATION/IMPROVEMENT REQUEST: _____

**A plot plan or drawing of the lot/home showing locations, specific details & dimensions of any modifications to the exterior of the home or yard/lot is required.*

ATTACHMENTS/SUBMITTAL SAMPLES: _____

OWNER SIGNATURE (S): _____

Review Committee Comments:

Approved _____ Signature _____ Date _____

Denied _____ Signature _____ Date _____

Comments _____
