

# **Sedona Ranch**

## **RESIDENTIAL DESIGN GUIDELINES**

Sedona, Arizona

*Updated February 2018*

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## **1.1 RESIDENTIAL DESIGN OVERVIEW**

### **Project Vision/Inspiration**

These Design Guidelines have been prepared to ensure that the overall planning philosophy for Sedona Ranch is maintained throughout the community. Hence, these Design Guidelines are intended to provide homeowners with a regulatory mechanism to ensure that all improvements are completed in an environmentally sensitive manner, consistent with the intent of the Sedona Ranch on Oak Creek homeowners association, Declaration of Covenants, Conditions and Restrictions (CC&R's).

As a part of the Design Guidelines, a mandatory program of architectural review has been established to evaluate every proposed external modification to the original construction and development within the community. The purpose of the review program is to ensure that the high standards set forth in the CC&R's and in this document are upheld in the community.

These community Design Guidelines are intended to be a conceptual, dynamic guide and are subject to change. The Board of Directors will make the determination if such change is in the best interest of the community.

These Design Guidelines are binding on all property owners, as well as any person, company or firm who intends to construct, reconstruct or modify any permanent to temporary external improvement (buildings, landscaping, etc.) in the community or in any way alter the natural setting of the desert environment.

## **1.2 RELATIONSHIP TO THE CC&R'S**

Enforcement of the Design Guidelines is empowered by the CC&R's which have been adopted formally and recorded to establish the Sedona Ranch on Oak Creek homeowners association and to guarantee long-term maintenance within the community.

### **Design Review Objectives**

Sedona Ranch is to be a desirable and sustainable community built upon an integrated approach to community development design. The architectural theme for the community reflects the thoughtful integration of homes with the desert environment. Themes of the southwest, as well as other building styles that respond appropriately to the desert surroundings, are encouraged.

Zoning regulations have been established through the project to restrict building height within the community. In general, low profile structures which are integrated into the natural terrain and vegetation are encouraged.

Acceptable building materials include sand finish stucco, wood siding, and natural stone.

Highly reflective colors or materials are prohibited on all wall and roof surfaces. All architectural elements, including color, are subject to approval of the Architectural Review Committee.

### **Architectural Review Committee**

The Board shall establish an Architectural Review Committee ("ARC") and has adopted these procedural rules and regulations for the performance of the duties of the Committee. It shall be the duty of the ARC to consider and act upon all proposals or plans submitted to it, pursuant to the Declaration and these Guidelines, including approval of any building, fence, wall, pool, roadway, driveway or other structure, including excavation, grading and all landscaping to be planted or placed upon the property. The Committee shall also act upon any exterior addition, change or alteration to any structure, improvement or Lot.

## **Architectural Approval**

All external changes or modifications to an existing home and property must be submitted to the Architectural Review Committee for prior written approval. Such submittal must be in writing using the forms provided.

The Architectural Review Committee (ARC) shall have thirty (30) days to review and respond to any submittal for exterior modifications to a home or lot. In the event the ARC fails to approve or disapprove such plans within thirty (30) days after the full plans for such modifications have been submitted, the submittal shall be deemed denied.

### **1. Timely Completion of All Other Improvements**

The homeowner has 120 days from the date of Architectural Review Committee approval to complete all improvements. In the event work cannot be completed within this time frame, a written request must be submitted for an extension.

### **2. Non-Compliance with Conditions of Approval**

The Architectural Review Committee reserves the right to request the homeowner to halt any and all work being performed either by the homeowner and/or his contractor for which an application has not been approved or which is deemed unsuitable, undesirable, or in violation of the CC&R's. Failure of the homeowner to comply may be a cause of an action at law or in equity, either for injunction, action for damages, or such other remedy as may be available.

## **2.1 RESIDENTIAL PRODUCT TYPE**

### **Residential Product Types**

The Design Review Committee will have final approval on any housing intended for all Sedona Ranch lots.

#### **Architectural Styles:**

- Ranch
- Farmhouse
- Modern
- Country Ranch
- Alternative Styles upon prior approval

#### **Product Characteristics:**

- Varying garage orientations are encouraged
- Porch and outdoor living features encouraged
- Additional guideline requirements as deemed necessary
- Four sided architecture focus, including wall articulation, architectural details, etc.

#### **Product Criteria:**

- Minimum 2500 sf livable area of home allowed
- Preservation of natural site features is required
- Four sided elevation massing offsets required
- Setbacks / lot standards are set by Sedona zoning
- No asphalt roofing permitted

## **3.1 RESIDENTIAL COMMUNITY DESIGN**

A large part of Sedona Ranch subdivision is driven by the unique location. This section outlines the guidelines that go into the neighborhood planning. Principles concerning the residential lot and the interaction between the sited homes and landscape are discussed. The primary intent of these guidelines is to promote the visual harmony and continuity of the residential street scape.

## Building Orientation / Placement

The desired appearance is for the homes to be equally spaced along the street emphasizing the natural terrain. Fronts of homes and entry features will want to directly connect to the street scape.

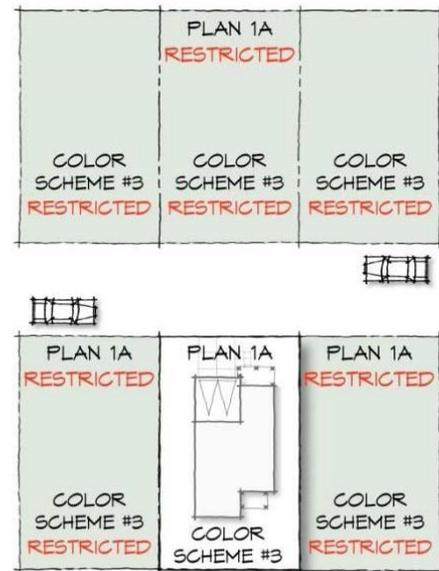
- Placement of homes on lots must be reviewed and approved to continue the unique features of the community and natural elements.
- Homes situated on corners or with unique grading conditions may consult ARC for alternate placements.

## Neighborhood Diversity Plotting

Appealing communities are often filled with diverse homes working together creating compatible neighborhoods. While homes collectively need to provide harmony across the whole neighborhood they also need to let the homeowner express their own individuality. To reinforce this diversity, care must be taken not to repeat similar plans, elevations and colors within blocks of homes. In order to create a diverse and attractive streetscape the following guidelines should be observed.

## Plotting Considerations

- Once a home is plotted, the same plan and elevation, even if it is a reversed plan, may not be plotted on the adjacent lot on either side or directly across the street unless approved.
- Care should be also taken to keep from one style of home from dominating a row of houses. The same elevation style may appear side by side, but only on different plans and different color schemes. No more than three identical elevation styles in a row.
- The color scheme selections should be limited to no same color scheme may be selected on each adjacent lot or directly across the street.



## Landscaping & Walls

Landscape design is an equally important component of the community and home's character. The intent is to promote quality living environments which preserve the integrity of the desert environment and the development philosophy of the community. Utilizing natural materials to the surrounding area should be incorporated into the landscape design. It is encouraged to highlight and enhance landscape designs with approved lighting features.

- The character of the landscaping to be placed on all visible portions or buffer yards of each built lot, or any portion of a built lot not enclosed by a wall, must be compatible with the standards set by the Developer, and must have the written approval of the Architectural Review Committee.
- Landscape plans for any portion of each built lot must incorporate crushed rock of muted earth tones or neutral colors, on all portions of the yard, integrated with individual themes of approved ground cover plants, bushes and trees from the Approved Plant List. The Approved Plant List shall be the Low Water Use Drought Tolerant Plant List. Natural maintained areas are permitted.
- No restrictions on vegetation exist within areas enclosed by a patio wall, except those governed by the Prohibited Plant List.
- When landscaping along the roads and on corners, consideration must be given so that obstructions are not placed where they will hinder the safety of drivers.
- Each owner of a Lot shall keep that Lot clean and free of trash, rubbish, debris, weeds, dead or decaying vegetation (including compost piles), other unsightly material, and any plant or other vegetation which the Architectural Review Committee determines, for aesthetic or health reasons should not be permitted within the Property. Each owner of a Lot shall maintain all landscaping on the Lot in good condition or repair, neatly trimmed, properly cultivated, and in attractive and viable condition, free of trash, rubbish, debris, weeds, dead or decaying vegetation (including compost piles), or other unsightly materials.
- Yard furniture (visible from neighboring properties), statues, fountains, outdoor barbecues, fireplaces and all similar additions will be reviewed on a case by case basis by the Architectural Review Committee.
- A/C units must be screened with block or other materials approved by the ARC.

Homeowners are encouraged to highlight and enhance landscape designs by implementing the use of boulder and rock features, and special paving features that integrate with the existing landscape. Yards should be creatively designed and articulated using rolling hills and mounding, boulder rock outcroppings and "river runs" in lieu of simple, flat yards with minimal design elements. Simple, flat landscaped front yards will not be permitted. Watering systems on an automatic timer is required for all landscape installations. The latest technologies shall be incorporated into all systems, incorporating water conservation and efficient installation methods.

Walls will be permitted and may not extend outside of the building setback areas unless submitted and approved by the ARC. Designs must include similar architectural features as the home and should create separate outdoor spaces within the property. These walls should incorporate decorative iron and stone used on the homes.

Landscaping shall be installed and completed at each residence **within 180 days of Close of Escrow**.

## Drainage

Surface drainage upon or across any lot shall be the responsibility of the lot owner through the implementation of sound construction and grading practices and must follow the grading and drainage plan submitted and approved.

## Landscape / Plant List

Landscape for the Sedona Ranch is envisioned to incorporate appropriate, indigenous, drought resistant planting materials from this region. Our goal is that the community blends in harmony with our surrounding natural environment.

Landscape materials should be selected to accommodate site conditions, exposures, views and to enhance the overall home and community designs. The following is a list of approved plant materials envisioned for the community:

### Plant List

BOTANICAL NAME	COMMON NAME	SIZE	REMARKS
Acer fremontii	Autumn Blaze Maple	24" Box	6' minimum branching height
		15 Gal	
Agave parryi	Parry's Agave		
Arctostaphylos punctata 'Howard McMinn'	Manzanita	5 Gal	
Buddleja davidii 'Black Knight'	Black Knight Butterfly Bush	5 Gal	
Buddleja davidii 'Royal Red'	Royal Red Butterfly Bush	5 Gal	
Calamagrostis acuitflora 'Karl Foerster'	Karl Foerster Grass	5 Gal	
		1 Gal	
Chitalpa x tashkatensis 'Pink Dawn'	Pink Dawn Chitalpa	24" Box	
		15 Gal	
Cedrus deodara	Deodara Cedar	20 Gal	Full
Chilopsis linearis	Desert Willow	15 Gal	
Cotoneaster horizontalis	Spreading Cotoneaster	5 Gal	
Cercis occidentalis	Western Redbud	24" Box	
		15 Gal	
Chrysothamnus nauseosus	Rabbitbrush	5 Gal	
		1 Gal	
Dasyliion wheelerii	Desert Spoon	5 Gal	
Genista lydia	Broom	5 Gallon	
Festuca idahoensis 'Elijah Blue'	Elijah Blue Fescue	1 Gal	
Fallugia paradoxa	Apache Plume	5 Gal	
Fraxinus velutina	Arizona Ash	24" Box	6' minimum branching height
		15 Gal	
Hesperaloe parviflora	Hummingbird Yucca	5 Gal	
Juniperus deppeana	Alligator Juniper	24" Box	
Juniperus monogyna	Single-Seed Juniper	24" Box	
Juniperus osteosperma	Utah Juniper	24" Box	
Juniperus Sabina 'Buffalo'	Buffalo Juniper	5 Gal	
Juniperus scopulorum 'Wichita Blue'	Wichita Blue Juniper	15 Gal	Full
Lavandula vera	Lavendar	1 Gallon	
Nolina microcarpa	Beargrass	5 Gal	
Nasella tenuissima	Mexican Feather Grass	1 Gallon	
Perovskia atricpicifolia	Russian Sage	5 Gal	
Pinus edulis	Pinyon Pine	24" Box	
Platanus acerifolia 'Bloodgood'	Bloodgood Planetree	24" Box	6' minimum branching height
		15 Gal	
Potentilla fruticosa	Potentilla	5 Gal	6' minimum branching height
Platanus wrightii	Arizona Sycamore	24" Box	
		15 Gal	
Prunus besseyana	Sand Cherry	5 Gal	
Prunus cerasifera 'Krauter Vesuvius'	Krauter Vesuvius Plum	20 Gal	
Pyrus calleryana 'Aristocrat'	Aristocrat Pear	24" Box	
		15 gal	
Rosmarinus officinalis	Rosemary	5 Gal	
Rosmarinus officinalis prostratus	Trailing Rosemary	5 Gal	
Savia greggii	Autumn Sage	5 Gal	
Yucca baccata	Banana Yucca	5 Gal	
Yucca pendula	Soft Tip Yucca	5 Gal	

## **4.1 RESIDENTIAL ARCHITECTURAL DESIGN**

### **Architectural Authenticity**

Sedona Ranch architectural character is designed to embrace the community's natural beauty and create harmony between the built and natural environments. The styles represented reference Territorial and Western influences that are indigenous to this region. Street scenes should be inspired by historical reference with attention to authentic detailing.

#### **Criteria**

- Floor plans should be designed with a predetermined set of compatible character styles.
- Architectural articulation should create inviting and diverse street scenes.
- Plan design should create appropriate massing breaks or material changes.
- Create plan forms with varying building offsets, smaller roof spans and smaller volumes.
- Consistent materials, detailing, and style character traits need to be carried to the sides and rears of homes.
- Details shall retain a simple and proportioned appearance.
- Specific colors schemes will be considered, in natural colors within an **LRV range of 4-60**
- Residences shall have a min of **2-3 colors in each scheme**, at a minimum differentiating between the trim and main body colors.
- Dominant colors such as white, or red are not allowed

#### **Elevation Principles**

- Symmetry
- Balance
- Scale
- Proportion

### **Architectural Diversity**

Creating an attractive and diverse streetscape requires that care and forethought go into plotting to avoid repetitious and monotonous elements. Street scenes should not have homes that repeat floor plans, elevation styles, or color schemes next to one another.

- Each home should have 2 distinct elevation characters incorporating significant character massing modifications.
- A variety of plan orientations is encouraged.
- No two adjacent homes, or homes directly across the street, will utilize the elevation.

### **Architectural Design**

Incorporating this traditional design principal provides articulated, inviting masses and details close to public spaces and on the street scene while creating diversity, visual interest and providing inviting human scale connection to the neighborhood. Homes shall emphasize connection to the street and community by encouraging dominant architectural elements and entries through the following:

#### **Roofs**

Metal Roofing materials and flat roof designs are allowed. Flat roof material may not be white in color.

#### **Character Elements**

- Roof overhangs to accommodate sun exposure
- Roof pitch variations (4:12 – 6:12 may be used)
- Flat roof designs permitted
- Variation in fascia, trim, eaves and rake styles

## **Driveway**

Driveways to be built with color concrete pavers. Each lot will only permit one driveway from each street frontage. (Some driveways may require asphalt pavement where approved)

## **Architectural Articulation**

The architectural character of a home needs to be defined and articulated to avoid flat, unauthentic detailing. Building footprints must provide offsets for interest and relief to reinforce its character at the front elevation. Materials and detailing of a style must be appropriate to a style and used beyond the front elevation.

- Decorative materials must turn building corners
- Window shape, size and grid configuration are encouraged

## **Additional Requirements**

In order to complement the architectural design of the home and control the visual clutter of non-architectural elements attached to the exterior of the home the following requirements must be met:

## **Antennas**

Approval is required for antennae and satellite dishes designed for over-the-air reception of signals from direct

broadcast satellites (DBS), multi-channel multi-point distribution (wireless cable) providers (MMDS) or television broadcast (TVBS), together with their associated mounting hardware and mast, if applicable (an "Antenna System") and which are placed, installed or kept on a Residence and shall; **a)** be properly screened from the view of adjacent home sites and any common areas or **b)** be located in the rear yard of a Residence and are set back at least eight 8' from all lot lines. Should an Owner determine that an antenna or satellite dish cannot be so located within these criteria without; **a)** precluding reception of an acceptable quality signal or **b)** unreasonably increasing the cost of installation, maintenance, or use of the antenna or satellite dish, then the Owner may apply for expedited approval of an alternative location or method of installation.

If it is determined by the Owner and the ARC that an Antenna System must be mounted on a Residence or other structure and is visible from any other Units, the common area, Private Amenity or any street, the Antenna System may be required to be painted a color which will blend into the background against which the Antenna System is mounted. All installations shall comply with the maximum extent feasible within these Residential Design Guidelines. Any transmission cable from the receiver to the house must be underground, as provided in the Declaration. Dish antennae disguised as patio umbrellas, boulders or other artifacts or furniture is prohibited.

No Antenna System may be located and mounted on any roof of a Residence without prior approval of the ARC. No other transmitting or receiving radio antennae will be permitted to be located on any Residence, or property, or unless approved by the ARC.

## **Equipment & Screening**

All above-ground, animal-proof, garbage and trash containers, mechanical equipment (including A/C units), and other outdoor maintenance and service facilities shall be screened from streets, any Private Amenity, Open Space, and other Units. If landscaping is used, Units shall be significantly screened at time of the plantings and landscape installations. Screening method shall be approved by the ARC prior to installation.

All electrical transformers, cable TV junction boxes, telephone equipment, water connection boxes, and other related fixtures lying adjacent to any street or neighboring Unit shall be painted to match the adjacent wall color and attractively landscaped with low stone or brick walls, dry stack retaining walls, boulders, or native plantings.

## **Flagpoles**

Flagpoles and flags are governed by A.R.S. §33-1808 and the National Flag Code. Any flagpole shall be installed at a height not to exceed the height of the rooftop of the residence, as measured from finished grade and be constructed of metallic materials with a non-reflective satin or bronze finish. No more than three (3) flags may be displayed at one time, and the maximum flag size is 3' x 5'. No roof mounted flagpoles will be permitted. Illumination, if desired, shall be only above mounted on the pole and downward directed on the flag. When applicable no exterior metal halyards shall be installed, and finials shall be simple in design and non-glaring (no ornaments or moving parts are allowed). Bracket mounted flag poles are permitted and shall be within the building envelope. Location and placement of either pole or bracket shall be submitted for review by the ARC.

## **Rain Gutters & Down Spouts**

Rain gutters and down spouts are required and must be integrated to the architectural design and color scheme. All down spouts must be connected to below grade drainage pipes, which convey runoff to either a natural daylight condition or roadways. Surface drainage upon and across any unit shall be the responsibility of the lot owner through the implementation of sound construction and grading practices. Any improvement which creates an obstruction to surface flow, snow melt or groundwater discharge resulting in a back-up of storm waters, an increase of movement of predevelopment flow, or concentrating discharge onto neighboring units or common area is strictly prohibited unless an agreement is reached with the affected adjacent unit(s). A Drainage Acknowledgement form is required.

## **Security Screen Doors**

ARC approval is required for the addition of screen doors or other type of doors to a Residence or garage. The material and color must match or complement existing doors on the Residence. Standard aluminum frame doors with mesh screens are not permitted.

## **Solar Applications**

The community supports the use of energy conservation methods in home construction, and as such encourages any homeowner contemplating the installation of solar devices to consult with the ARC prior to entering into any contract. Consequently, all solar installations must be reviewed and approved prior to installation. Unless concealed behind parapet walls, any installed solar energy equipment (including, but not limited to: solar panels, solar water heaters, solar fans) shall have the appearance similar to a skylight installed flat on the roof surface. Frames shall be constructed of a non-reflective material, with colors matching the roof color as closely as possible. Placement of solar units shall be located in the least visible area, as seen from common areas or adjacent lots. While it is not the intention of the ARC to restrict the installation, functioning, efficiency or use of roof mounted solar devices, the ARC reserves the right to reasonably restrict placement and design of such devices as they affect the appearance of each home, in accordance with A.R.S. §33-1816.

Solar Tubes: Solar tubes will be permitted provided they are submitted and approved by the ARC. They shall be located in the least visible location on the roof, as seen from common areas or adjacent lots, with flashings painted to match the roof color.

## **Swimming Pools, Spas & Water Features**

Privacy for the Owner and neighbors is of primary importance to pool and spa area design. Only in-ground swimming pools will be permitted. While, in-ground spas are preferred, above ground spas may be permitted if the spa and enclosure structure is adequately screened, as determined by the ARC discretion.

Pools and spas must be within the Building Envelope. The color of exposed tile on a negative edge pool must be dark or match the building color. Light or bright tile colors will not be permitted on negative edge pools. Pool equipment must be enclosed and screened from view by a wall, gate, or other approved method.

Pool and spa drains are prohibited from draining into neighboring lots or common areas. Front yard pools and spas are prohibited. Pools and spas may be located within enclosed courtyards and rear yards only. Enclosures must meet all applicable Governing Authority requirements. Diving boards and slides are subject to committee approval on aesthetic grounds. The ARC is not responsible for the safety of any such device.

Water features (i.e. fountains, waterfalls, etc.) shall be designed to integrate into the landscape design of the yard and require ARC approval. Water features should be installed so that neighboring properties or common areas are not negatively affected by the function of the feature. Features which do not contain water circulation device or pump will not be approved.

## **5.1 DESIGN REVIEW PROCESS**

### **Architectural Review Committee**

The developers of Sedona Ranch have created an environment to reinforce and maintain the vision of the community. As outlined within the Homeowner Association Covenants, Conditions and Restrictions (CC&R) of the development are the parameters for an Architectural Review Committee (ARC).

The ARC has been empowered to evaluate all work for compliance with the vision of the community and the provisions provided within these guidelines and the developments CC&R's. The Residential Design Guidelines is a product of the ARC to enhance the aesthetic value of the community while maintaining uniformity within the development. The content of these Guidelines may be modified or altered as the DRC sees fit with the community vision. The ARC will review and have final full authority for approval of all work within the development.

### **Architectural Review Criteria**

The ARC thru the Design Review Process will control without limitations provisions including, but not limited to, the following:

- Type and size of Single Family Dwelling units
- Architectural design in harmony with the community
- Placement of structures on lot and to surrounding structures in harmony with the topography
- Landscape design in conformity with the natural character
- Outlining requirements for exterior color and finish materials
- Conformity of building and yard ornamentation, lighting, and all exterior hardscape features and furnishings visible from common areas and neighboring properties.
- Community features including signage and monuments, perimeter and screen walls, mailbox and all other built features.
- Conformity with additional requirements of the CC&R's not contained within the Guidelines.

These criteria are not intended to be a full list of review requirements, but an overview of essential items the ARC will govern. The Residential Design Guidelines and the ARC review process will be enforced on all new construction and remodel or modifications of existing work.

### **Design Review Submittals**

#### **Design Review Process**

- Developer, Homebuilder or responsible party for a built endeavor will coordinate a timely submittal with the ARC before any formal submittals to jurisdictional or permit review.
- No structure, landscape, fencing, excavation or any site improvement may commence without initial approval from the ARC.

The ARC has the authority to formalize the Design Review process including timelines for submittals and reviews, submittal requirements, and any fees involved. The criteria defining the process will be developed during the first phases on the Community.

#### **Submittal Requirements – New Construction Builder Lots**

- Initial Plan submittals shall include the same plan requirements listed above in the Architectural Design section
- Individual Lot Submittals (after model plan approval) shall include: completed application, site/plot plan, elevation plan, floor plan, landscape plan, fence details, and color scheme/selections.  
*Note: Landscape design may be submitted after house plans have been approved and home is under construction.*
- All submittal drawings shall be neat, complete and to a scale legible for review
- Provide the appropriate review fee(s)

#### **Submittal Requirements – Exterior Modifications to Existing Homes**

Prior to making any exterior modifications, including but not limited to, changing exterior colors or materials, additions (including patios, new windows, etc.), and landscaping alterations to an existing residence, an Exterior Modification/Improvement Submittal form shall be submitted to the ARC. **All modifications shall begin construction within ninety (90) days of approval and be completed within six (6) months of approval.**

- Submittals shall include a site plan, elevation drawings and specific plan details for approval. Color changes or material changes require a sample of requested colors or materials.
- All submittal drawings shall be neat, complete and to a scale legible for review.
- Provide the appropriate review fee (if needed)

### **6.1 CONSTRUCTION REGULATIONS**

The following construction regulations ("Regulations") shall apply to any and all Work performed on a Unit. All Builders and Owners shall be bound by the Yavapai County Building Codes, the Uniform Building Code, and any other applicable Governing Authority. Any violation of these Regulations by a Builder shall be deemed to be a construction violation by the Owner of the Unit, and subject to enforcement.

#### **CONSTRUCTION TIMEFRAME**

**Construction shall commence on an approved project within twelve (12) months of receiving approval.** If construction does not commence within one year after date of approval, such approval shall be deemed withdrawn and it shall be necessary for the Owner to reapply for approval (may require additional fees) before commencing any activities. **All work shall be completed within a year and a half of commencement,** unless otherwise specified in the notice of approval or an extension is granted in writing.

#### **CONSTRUCTION/LANDSCAPE DEPOSIT – CUSTOM LOTS**

To guarantee that the Regulations are adhered to, each Owner or Builder of a Lot shall be required to post a **\$3,000 refundable construction deposit**, or an amount determined by the ARC, for construction of a Residence in any neighborhood. Said deposit is refundable, after completion of construction and an approved final inspection by the ARC, provided no violation of the Regulations takes place causing a use of these funds by the ARC. The obligation of the Owner and/or Builder to repair, correct, complete or otherwise comply with these Regulations shall not be limited to the amount of said deposit. Upon completion of a successful final inspection by the ARC (or its representative), the deposit, less any expenses to cure any violations shall be returned to the appropriate Owner or Builder, in accordance to the requirements of ARS §33-1817. ***This deposit is required prior to commencing any construction activities on the Lot.***

A refundable construction deposit of up to \$1,000 may be required on major addition or landscape projects, as determined by the ARC, to provide for any damage caused to streets, curbs or adjacent common areas.

#### CONSTRUCTION RULES REVIEW

Prior to commencing construction, the Builder shall obtain a copy of these regulations. Each builder must sign and agree to the current adopted construction rules and acknowledge the expectations at the final inspection of the residence. **Any violations of the following rules may result in a \$250 fine.**

#### GOVERNING AUTHORITY

All Builders and Owners shall comply with the regulations of any Governing Authority, as well as all applicable Occupational Safety and Health Act regulations and guidelines (OSHA).

#### CONSTRUCTION TRAILERS, PORTABLE FIELD OFFICES, ETC.

Any Owner or Builder who desires to bring a construction trailer, field office or like onto the Properties shall first apply for and obtain written approval from the ARC. The trailer must be an acceptable color and have no signage. To obtain such approval, Builder shall submit a copy of the site plan with proposed locations of the construction trailer or field office and the animal-proof trash receptacle noted thereon, all within the Building Envelope or setbacks. Such temporary structures shall be removed upon completion of construction.

#### DEBRIS AND TRASH REMOVAL

Builders shall clean up all trash and debris on the construction site at the end of each day. Trash and debris shall be removed from each construction site frequently and not be permitted to accumulate and retrieve from neighboring properties. In no case may debris and trash be allowed to exceed the top of the dumpster and all trash receptacles must be covered.

Lightweight materials, packaging, and other items shall be covered or weighted to prevent them being blown off the construction site.

Builders are prohibited from dumping, burying or burning trash anywhere within the Properties. During the construction period, each construction site shall be kept neat and clean and shall be properly policed to prevent it from becoming an eyesore or affecting other Units, Private Amenity or any Open Space. Mud and dirt dragged from the construction site onto the paved streets of the Properties, whether caused by the Builder or any of its subcontractors or suppliers, shall be promptly removed and cleaned by the Builder. Failure to comply with this section may result in a fine being levied by the ARC. The fine shall be charged against the construction deposit if not promptly paid.

#### SANITARY FACILITIES

Each Builder shall be responsible for providing adequate sanitary facilities for Builder's construction workers. Portable toilets shall be located in an area so as not to cause a nuisance to the neighborhood.

#### VEHICLES AND PARKING AREAS

Construction crews shall not park on, or otherwise use, other Lots or any Open Space, unless approved by the ARC. Private and construction vehicles and machinery shall be parked only in areas designated by the ARC. **All vehicles shall be parked on the same side of the street**, not in any natural or landscape areas or on the sidewalks and so as not to inhibit traffic.

#### BLASTING

If any blasting or impact digging is to occur, the Owner or Builder must first provide to the Yavapai County and the ARC written advice of expert consultants that blasting may be accomplished safely. No blasting or impact digging causing seismic vibrations may be undertaken without the approval of the ARC.

Applicable governmental regulations concerning blasting must be observed. The ARC shall have no liability for the blasting or for any damage or injury caused thereby.

#### EXCAVATION MATERIALS

Excess excavation materials must be hauled away from the Properties. Failure to do so may result in a fine.

#### EROSION CONTROL

During the construction process it is the responsibility of each Lot owner and their contractor to control the erosion of any materials from the Lot. Steps are required to ensure erosion from the lot does not encroach onto adjacent lots or common areas.

#### RESTORATION OR REPAIR OF OTHER PROPERTY DAMAGES

Damage and scarring of any property outside the Lot, including but not limited to Open Space, Private Amenity, other Unit, roads, driveways, utilities, vegetation and/or other improvements resulting from construction operations will not be permitted. If any such damage occurs, it must be repaired and/or restored to its original condition by the Builder and at the Builder's expense. In the event the Builder fails to restore or repair the damaged area, a fine may be imposed against the construction deposit.

#### MISCELLANEOUS AND GENERAL PRACTICES

All Owners will be absolutely responsible for the conduct and behavior of their agents, representatives, Builders, contractors and subcontractors while on the Properties.

Construction personnel only are allowed on site. The ARC reserves the right to ask anyone not part of the construction personnel to leave the premises.

Each builder must provide the ARC with a contact person responsible for the project along with all contact information.

Changing oil on any vehicle or equipment on the Unit itself or at any other location within the Properties is strictly prohibited.

Smoking by construction workers outside the area designated for smoking is strictly prohibited. Designated smoking areas will be within the Building Envelope only. Builder shall provide fireproof receptacles.

Allowing concrete suppliers, plasterers, painters, or any other subcontractors to clean their equipment anywhere but the location specifically designated for that purpose by the ARC is strictly prohibited. Violation of this provision will result in a monetary fine per occurrence or the repayment of expense of repairing the damage, whichever is greater.

Removing any rocks, plant material, topsoil, or similar items from another's Unit, or anywhere else on the Properties, including other construction sites, is strictly prohibited.

Careless disposition of cigarettes and other flammable material is strictly prohibited. Dry chemical fire extinguishers are recommended to be available in a conspicuous place on each Unit's construction site at all times.

No animals may be brought onto the Properties by Builders or construction personnel. In the event of a violation, the ARC, or the Association shall have the right to contact authorities to impound the animal, to refuse to permit the Builder or subcontractor involved to continue on the project or to take such other action as permitted by law, the Design Guidelines or Declaration.

Radios and other audio equipment which can be heard outside the construction site are strictly prohibited. Alcohol is strictly prohibited from all construction sites on any day or any time of day.

#### CONSTRUCTION ACCESS

The only approved construction access during the time a Residence or other structure is under construction will be over the approved driveway for the Unit unless the ARC approves an alternative access point. Trespassing onto adjacent lots is prohibited unless written permission from adjacent Owner is granted and forwarded to the ARC. In no event shall more than one construction access route be permitted onto any Unit.

The location of Sedona Ranch main construction entrance will be determined from time to time by the ARC and each Builder shall be responsible for assuring that only that construction entrance is used by its employees, suppliers, subcontractors and agents.

#### DUST, MUD AND NOISE

Each Builder shall be responsible for controlling dust, mud and noise, including, without limitation, music from the construction site. This includes the installation of rock track-out material to protect the ingress/egress from each Lot.

#### CONSTRUCTION SIGNAGE

The Builder may install one construction sign on a Lot. Lighting of any approved construction signage is not allowed.

#### DAILY OPERATION

Daily construction hours for each site shall be as follows: **Monday-Saturday 7AM to 6PM**. Construction is defined as outdoor noise occurring during the course of construction, generated by hammering, sawing, blasting, excavation, generators or heavy equipment (including but not limited to backhoes, tractors, concrete trucks, dump trucks, jackhammers and air compressors).

**No construction is permitted on Sundays and the following designated holidays:** *Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, New Years Day*. Construction hours are subject to change with reasonable notice as determined by the ARC. Any request for variances must be submitted to the ARC for approval.

**Projects found in violation of this rule may be fined automatically.**

# RESIDENTIAL GUIDELINES

## NEW CONSTRUCTION & REVIEW SUBMITTAL – CUSTOM LOTS

Preliminary Submittal  Final Submittal

DATE: \_\_\_\_\_

NEIGHBORHOOD/LOT: \_\_\_\_\_

OWNER: \_\_\_\_\_

DESIGNER/BUILDER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CONTACT: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

*This application will be considered complete only if all the documents and submittals, as set forth in the Design Guidelines, are included. Two (2) sets of all documents are required.*

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### For Reviewing Body Use Only:

SUBMITTAL DATE \_\_\_\_\_

MEETING DATE \_\_\_\_\_

REVIEW FEE (\$750) \_\_\_\_\_

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### SUBMITTAL CHECKLIST

#### PRELIMINARY SUBMITTAL

- \_\_\_ SITE & GRADING PLAN (w/TOPOGRAPHY)
- \_\_\_ FLOOR PLAN
- \_\_\_ ROOF PLAN
- \_\_\_ EXTERIOR ELEVATIONS
- \_\_\_ SECTIONS & PLAN DETAILS
- \_\_\_ LANDSCAPE PLAN

#### FINAL SUBMITTAL

- \_\_\_ FINAL SITE & GRADING PLAN
- \_\_\_ FOUNDATION PLAN
- \_\_\_ FINAL FLOOR & ROOF PLANS
- \_\_\_ FINAL EXTERIOR ELEVATIONS (ext. appointments called out)
- \_\_\_ SECTIONS & PLAN DETAILS
- \_\_\_ COLOR & MATERIALS BOARD
- \_\_\_ FINAL LANDSCAPE PLAN

**Please reference the Design Guidelines for further clarification of the above submittal requirements. *The undersigned acknowledges that they have received, read and agreed to the Sedona Ranch Residential Design Guidelines***

\_\_\_\_\_  
OWNER SIGNATURE(S)

\_\_\_\_\_  
DATE

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### For Reviewing Body Use Only:

\_\_\_ ADJACENT HOME (S) CONSIDERATION: \_\_\_\_\_

\_\_\_ APPROVED (CONDITIONS): \_\_\_\_\_

\_\_\_ NOT APPROVED (REASON): \_\_\_\_\_

\_\_\_\_\_  
ARC REPRESENTATIVE SIGNATURE

\_\_\_\_\_  
DATE

**EXTERIOR MODIFICATION/IMPROVEMENT & REVIEW SUBMITTAL FORM**

*Use for changes or modification to an existing home*

NEIGHBORHOOD/LOT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_ DATE: \_\_\_\_\_

OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ REVIEW FEE: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

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  NOT APPROVED Signature \_\_\_\_\_ Date \_\_\_\_\_

Comments/Conditions \_\_\_\_\_

**Final Inspection Request:** Please contact **THE HOA** by phone, email or by returning this form, to request a final inspection.

I ACKNOWLEDGE THAT THE ABOVE IMPROVEMENT IS COMPLETE AND READY FOR INSPECTION DATE \_\_\_\_\_ INITIALS: \_\_\_\_\_

PLEASE CALL \_\_\_\_\_ TO SCHEDULE AN APPOINTMENT  IT IS NOT NECESSARY TO SCHEDULE AN APPOINTMENT

RESULTS:  APPROVED  NOT APPROVED Representative Signature \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

**BY CHECKING THIS BOX, OWNER REQUESTS A COPY OF THE COMPLETED INSPECTION**

FAX SUBMITTAL TO: