



THE HIGHLANDS AT RANCHO GRANDE
DESIGN COMMITTEE



**GUIDELINES FOR SUBMITTING
NEW HOMEOWNER
LANDSCAPING PLAN
TO THE
DESIGN COMMITTEE**



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How do you submit a Landscape plan?

A. How to prepare a Landscape Plan

1. Start with the PLOT PLAN provided by Castlerock Development. **(Exhibit 1)**
2. Enlarge the LOT area to fit an 8.5 by 11 inch page.
3. Hand draw your landscape details on the enlarged plot plan. **(Exhibit 2)** You must identify Patios, decks, lawns, trees, shrubs, ground cover, fencing, retaining walls, sidewalks, etc. Be sure to follow the rules and guidelines outlined in the Design Manual.
4. Attach a written description of each area or item to be installed. **(Exhibit 3)**
5. Complete FORM C, from the Design Manual, Minor Project Submittal Application, pages 1 and 4. (Exhibit 4)
6. Complete FORM E, from the Design Manual, Construction Agreement. **(Exhibit 5)**
7. Attach the \$35 application fee. Make the check to: **The Highlands at Rancho Grande HOA.**
8. There is a \$15.00 Fee for each Plan Amendments.

B. Submit Your Application to the Design Committee.

1. Mail or Hand deliver a complete copy of your application to: The Highlands at Rancho Grande HOA c/o JDR Property Management, PO Box 13138, San Luis Obispo, Ca. 93406 Phone 781-3595.

C. Attend the Design Committee meeting for the review of your application.

1. JDR will notify you by mail, date and time the Design Committee is scheduled to review your application. Design Committee meets are normally held on the first Thursday of each month starting at 7:00 pm at the Woman's Club Community Center, 211 Vernon Ave. Arroyo Grande. This is located at the corner of West Branch Road and Vernon Ave. This is an open meeting and anyone can attend.
2. Please attend the DC meeting and bring any additional information about your application that will help the committee understand your project. Your Landscape Designer is welcome to attend.
3. The DC will review your application with you and provide immediate feedback. After the meeting you will receive a follow up written response detailing the plan approval. You can start installing your landscaping as soon as the DC has approved the plan.

D. What do I do when I have completed installing the Landscaping?

1. Submitted a Notice of Completion, FORM F, from the Design Manual, to JDR Property Management. **(Exhibit 6)**
2. The DC Members will review your landscape installation and issue a written response.



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Landscaping Suggestions

Planning

- Become familiar with the Design Manual rules and guidelines.
- Follow the Design Manual rules.
- Use pre-approved designs and plant where possible.
- Pay attention to view corridors when selecting and placing trees and fencing. .
- Limit the use of privacy fencing to areas where there is **NO** Alternative. Follow the Design Manual rules for privacy fencing. **Note: Privacy fencing on the property line counts for both lots.**
- Limit front yard grass to 400 Sq. feet and 800 Sq. Feet in the rest of the yard. (1200 sq. ft. total)
- Talk with your neighbor about issues relating to the property line interfaces.
- Pay attention to grading and be sure you have good water control without soil erosion.
- Add drains as needed.
- Use Jute netting and gorilla hair on banks for erosion control.
- Use tan bark and rock for low maintenance areas.
- Bright colored play yard equipment is not allowed and avoid red stepping-stones.



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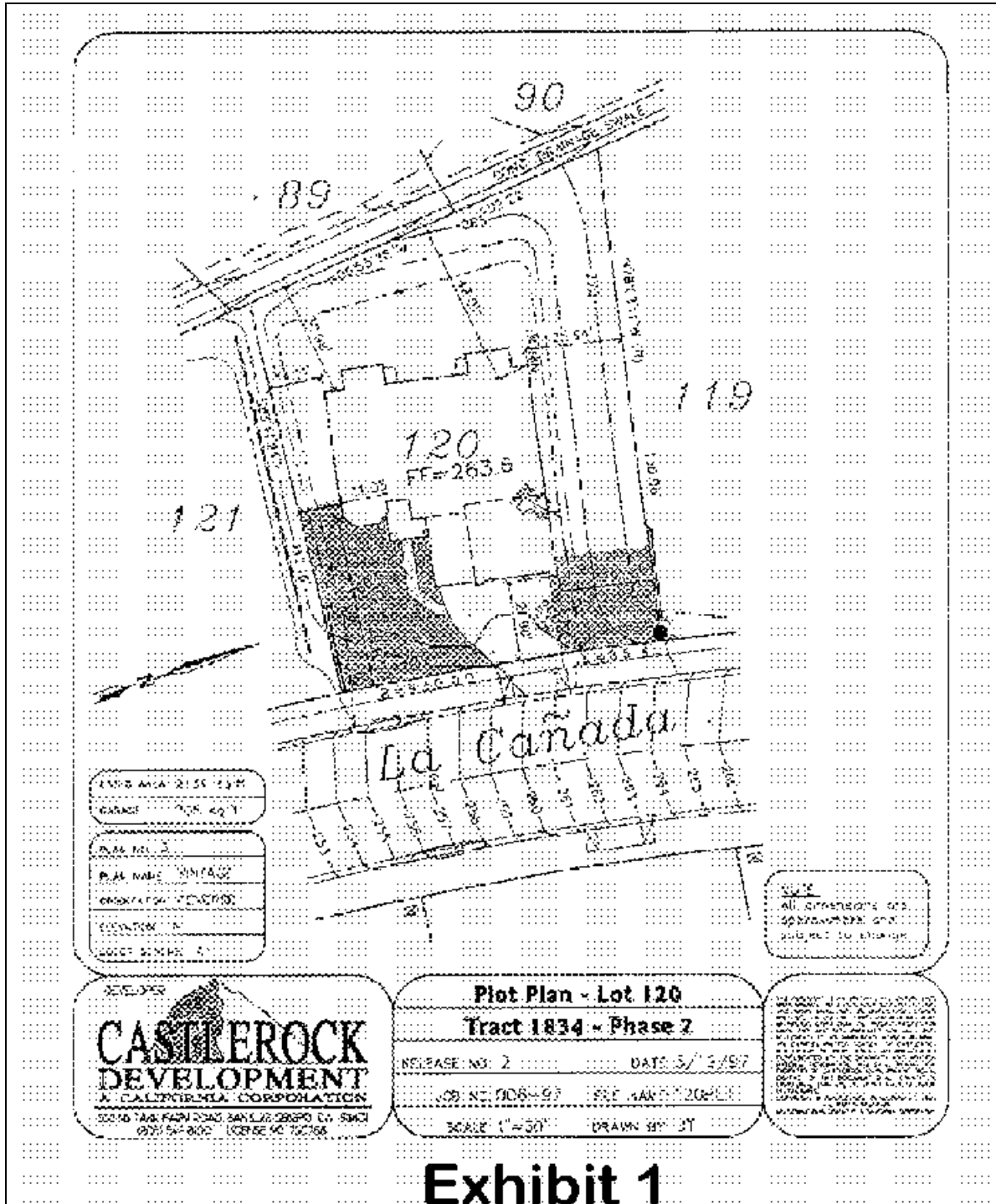


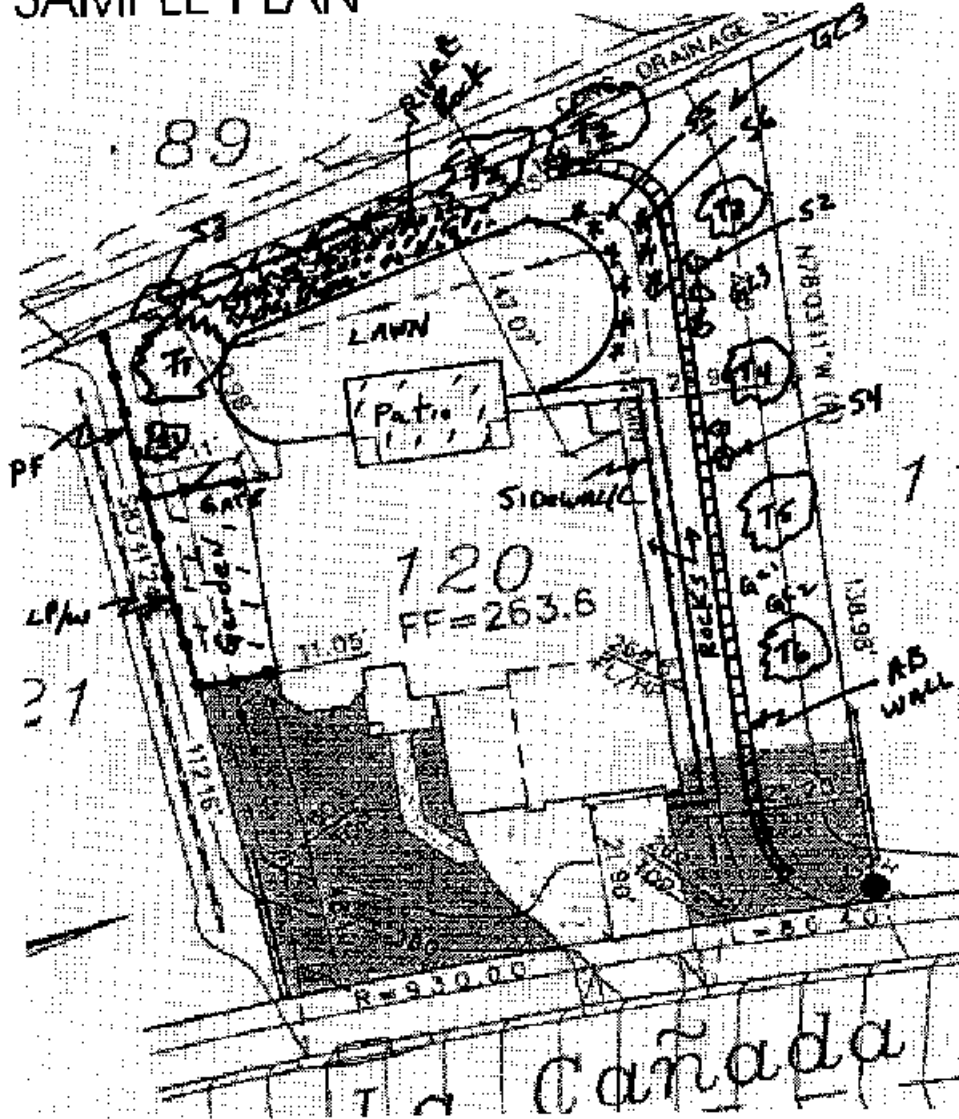
Exhibit 1



THE HIGHLANDS AT RANCHO GRANDE
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SAMPLE PLAN



Landscape plan
Mr. & Mrs. New Homeowner
435 La Canada - Lot 120

Exhibit 2



THE HIGHLANDS AT RANCHO GRANDE



DESIGN COMMITTEE

Landscaping Descriptions

Lot 120 - Mr. & Mrs. New Homeowner (SAMPLE PLAN)

Fencing:

1. LP/W is 2-rail lodge pole fencing with wire that extends between the front of the house and side property line. Follows the property line 32 feet towards the rear connecting with privacy fence. The fence returns to the house at the kitchen enclosing the garden area.
2. PF is Good Neighbor board fencing 1x8 fencing with 2x6 Caps and 4x4 post extending from the LP fencing 40 feet to the rear property line.

Riverbed Drain.

1. This is a French drain that runs along the rear of the lot and will connect to a drainpipe that opens to the swale. The rocks will be a combination of 3/4 – 1 1/2 inch and 2-4 inch river rocks. The riverbed will be about two feet wide.

Patio

1. The patio will be tan concrete approximately 22 feet wide and extend 17 feet back. The original door stoops will be removed.

Retaining Wall

1. A 30-inch high Allan Block retaining wall will start in the rear yard extending along the side yard to the front sidewalk. The blocks will be AB Stones split face gray. The bank will be cut back about 18 inches and a French drain will be installed behind the wall. The wall will be three blocks plus cap high.

Lawns

1. The front 300 sq. ft. lawn installed by the developer will not be changed.
2. The rear lawn will be about 800 sq. ft. dwarf Fescue.

Sidewalk

1. The sidewalk will connect the patio in the rear, run about 2 feet from the house along the side yard and connect with the driveway in front. It will be 30 inches wide natural gray concrete with broom finish.

Side Yard Rock.

1. The side yard will be cover with float rock on both sides of the sidewalk between the house and the retaining wall. The rock will be 3/4 inch float rock on top of weed cloth.

Side Yard Bank

1. The side yard bank will be covered with Jute before planting with ground cover. There will be four fruit trees planted down the middle of the bank about half way up from the bottom. The ground covers will be a mixture of geraniums, Lantana and Rosemary.

Landscaping Plants

1. The landscaping plants are as follows:

- | | | |
|---|--|---|
| <input type="checkbox"/> T1 = Flowering Plum 20-25ft. | <input type="checkbox"/> T2 = Cajeput 20-30ft. | <input type="checkbox"/> T3 = Breaburn Apple 10-15ft. |
| <input type="checkbox"/> T4 =Fuji Apple 10-15ft. | <input type="checkbox"/> T5 = Tri Citrus 10-15ft. | <input type="checkbox"/> T6 = Navel Orange 10-15ft. |
| <input type="checkbox"/> S1 = Escallonia Compactra | <input type="checkbox"/> S2 =Wheelers Dwarf | <input type="checkbox"/> S3 = Monterey Manzanita |
| <input type="checkbox"/> S4 = Artemiza | <input type="checkbox"/> S5 = Agapanthus Africanus | <input type="checkbox"/> S6= Fountain Grass |
| <input type="checkbox"/> GC1 = Rosemary | <input type="checkbox"/> GC2 = Lantana | <input type="checkbox"/> GC3 = Garden Geranium |

(Exhibit 3)



THE HIGHLANDS AT RANCHO GRANDE
DESIGN COMMITTEE



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THE HIGHLANDS AT RANCHO GRANDE
MINOR PROJECT SUBMITTAL
(FORM C)

Lot No. 120 Street Address 435 LaCanada

Type of Submittal (Check all that apply):

Sitework Alteration or Addition (work not requiring a permit)

Home Alteration or Addition (work valued under \$5,000.00)

Landscape Alteration or Addition (under 4,000 square feet)

Property Owner(s): Mr. & Mrs. New Homeowner

Home Address: 435 La Canada

Phone: Home 474-xxxx Fax _____ Work _____

Architect/Designer: _____ Phone _____

Address: _____ Fax _____

Engineer: _____ Phone _____

Address: _____ Fax _____

Landscape Architect: ABC Landscaping Phone 481-xxxx

Address: _____ Fax _____

General Contractor: XYZ Construction Phone 544-xxxx

Address: _____ Fax _____

Exhibit 4



**THE HIGHLANDS AT RANCHO GRANDE
DESIGN COMMITTEE**



F. ACKNOWLEDGMENTS:

1. The Highlands at Rancho Grande Design Committee:

The initial minimum requirements for this Project Submittal Application were established by the Committee and set forth herein by me or in my presence. The Committee reserves the right to require additional information if, after reviewing the initial submittal, it determines there is still insufficient information to make a fully informed evaluation and decision.

Signature of Committee Representative _____

Executed on (date) _____, at (City) _____

2. Owner/Representative:

I certify that to the best of my knowledge the information contained in this submittal is true and correct.

Printed Name of Owner/Representative New Homeowner

Signature of Owner/Representative New Homeowner

Executed on (date) 01/12/03, at (City) Arroyo Grande

| | | |
|---|---------------------------------------|---|
| THIS SPACE FOR USE OF DESIGN COMMITTEE: | | |
| Date Received: _____ | Received By: _____ | Match Applicant's Description? _____ |
| Review Date: _____ | | |
| <input type="checkbox"/> Approved | <input type="checkbox"/> Not Approved | <input type="checkbox"/> Approved with Conditions (see conditions below) |
| <input type="checkbox"/> Other _____ | | |
| Conditions of Approval: _____ _____ _____ | | |
| Action: _____ | | |

Exhibit 4



THE HIGHLANDS AT RANCHO GRANDE
DESIGN COMMITTEE



DESIGN COMMITTEE
THE HIGHLANDS AT RANCHO GRANDE
CONSTRUCTION AGREEMENT

Lot No. 120 Street Address 435 La Canada

Type of Submittal (Check all that apply):

- Initial Home Construction and/or Landscape
- Sitework Alteration or Addition (any work requiring a permit)
- Home Alteration or Addition (work valued over \$5,000.00)
- Landscape Alteration or Addition (over 4,000 square feet)
- Sitework Alteration or Addition (work not requiring a permit)
- Home Alteration or Addition (work valued under \$5,000.00)
- Landscape Alteration or Addition (under 4,000 square feet)

(FORM E)

Property Owner(s): Mr. & Mrs. New Homeowner

Home Address: 435 La Canada

Phone: Home 474-xxx Fax _____ Work _____

I/we assume responsibility for assuring that my/our Authorized Representative, contractor and sub-contractors comply with the requirements of the Declaration, the Manual, and with all the rules and regulations adopted by the Committee. I/we acknowledge the committee shall have the authority to order an abatement of any construction, alteration or other matter for which approval is required, to the extent that it has not been approved by the Committee or to the extent that it does not conform to the plans and specifications which were submitted to the Committee and approved by it. No work for which approval is required shall be deemed to be approved simply because it has been completed without a complaint or other notification of noncompliance by the Committee.

SIGNATURE(S) OF OWNER(S):

New Homeowner Date 01/12/00

Jan Homeowner Date 01/12/00

I certify that I am the duly Authorized Representative of the above named Property Owner(s) and have the power to act in his/her/their behalf. In addition, I have read and understand the above requirements, agree to be bound by them, and agree to act in accordance with them.

SIGNATURE OF AUTHORIZED REPRESENTATIVE OF PROPERTY OWNER(S):

_____ Date _____

Exhibit 5

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THE HIGHLANDS AT RANCHO GRANDE
DESIGN COMMITTEE



DESIGN COMMITTEE
THE HIGHLANDS AT RANCHO GRANDE
NOTICE OF COMPLETION
(FORM F)

Lot No. 120 Street Address 435 La Canada

Type of Submittal (Check all that apply):

- Initial Home Construction and/or Landscape
- Sitework Alteration or Addition (any work requiring a permit)
- Home Alteration or Addition (work valued over \$5,000.00)
- Landscape Alteration or Addition (over 4,000 square feet)
- Sitework Alteration or Addition (work not requiring a permit)
- Home Alteration or Addition (work valued under \$5,000.00)
- Landscape Alteration or Addition (under 4,000 square feet)

To the Design Committee:

This shall verify that all work encompassed by the above Submittal has been completed and is

(mark one) ready for Final Inspection by the Design Committee

fully passed Final Inspection by the Design Committee on (Date) _____

Please issue a Construction Compliance letter as soon as possible after your receipt of this form.

Please contact the following person regarding any questions as to the work performed:

Property Owner(s): Mr. & Mrs. New Homeowner

Home Address: 435 La Canada

Phone: Home 474-xxxx Fax _____ Work _____

Owner's Signature: New Homeowner

THIS SPACE FOR USE OF DESIGN COMMITTEE: Date Received: _____

Received By: _____

Design Committee Final Inspection Scheduled for _____ at _____
(Date) (Time)

Other Action: _____

Exhibit 6

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