

**ARCHITECTURAL AND DESIGN STANDARDS
FOR
THE MEADOWS ASSOCIATION**

March 24, 2005

These standards set forth the minimum architectural standards for construction within the Meadows Subdivision. The procedure for plan submittals is also outlined within this document.

In addition to these standards, all construction should conform to the restrictions outlined in the Town of Truckee Residential Permit Form. Both these standards and the above document will constitute acceptable conformance to architectural requirements within this subdivision.

If the Committee finds it necessary to disapprove of a plan, the Committee will attempt to be specific in indicating the reasons for disapproval. The applicant may attempt to revise those areas noted as unacceptable or submit a completely new plan.

These standards also set forth maintenance standards for structures and grounds within the Meadows subdivision.

A. APPROVAL PROCEDURES

Step 1 - Submittal of Plans

Plans should be submitted to the Architectural Control Committee (ACC) before or concurrently with submittal to the Town of Truckee Building Department.

The plans should be in sufficient form that a complete review could be made to verify that the requirements set forth, herein, are complied with.

A \$250.00 nonrefundable plan check fee on new construction, additions and remodels is required for any improvement of 250 square feet or more at the time the plans are submitted.

A \$1,750.00 construction deposit is required for any improvement of 250 sq. ft. or more at the time the plans are submitted. This deposit will be refunded, in full, at the time construction is completed in compliance with the Architectural Standards and the Declaration of Restrictions. This \$1,750.00 refundable deposit will be forfeited if construction is not completed within the 18-month building period unless an extension is applied for and granted by the ACC.

The ACC will arrange for an approval meeting within 30 days of the submittal of preliminary plans. The absence of ACC action within 45 days of submittal of preliminary plans will constitute ACC approval. However, if a meeting cannot be arranged within the 45-day period due to the owner's schedule, the preceding approval statement is void.

Step 2 - Approval of Plans

The ACC meeting at which an owner's plans will be considered for approval of plans, shall be attended by property owner, architect/designer, and/or the contractor, and the members of the

ACC. At this meeting an approval of plans may be given if no corrections are necessary or a conditional approval may be given with correction to be verified in a resubmittal process. A site inspection will be part of the process.

The property corners and the footprint of the structure(s) must be staked out at time of site inspection to help assist the Architectural Committee in determining the impact to adjacent homes/lots.

Step 3 - Approval of Plans with Deficiencies

This step would be necessary if corrections were necessary as a result of the review of the plans. Corrections made in Steps 1 and 2 would be reviewed at this time. Approval would be given upon successful corrections to the plans.

This step would also be necessary if any changes had been made in the plans, which would affect areas covered under the architectural standards.

Step 4 - Expiration

Any plans submitted and approved by the ACC will expire eighteen months from approval date. Approved plans are not transferable and must be resubmitted for approval upon change of ownership.

B. SUBMITTALS

1. SUBMITTAL ADDRESS

Application to the Architectural Committee for review of plans should be addressed as follows:

Meadows Architectural Control Committee
P.O. Box 1696
Truckee, CA 96160
(530) 587-8647

2. COPIES AND REQUIRED PLANS

Two (2) copies of the plans and specifications should be submitted. The scale of one set of the plans should be consistent with the requirements of the Town of Truckee Building Department. The additional set should be reduced to 11" x 17" size and include only the four elevations, plot plan and floor plan.

The following is the minimum constituting a set of plans and specifications:

a. Plot Plan

Plot plans shall show: north arrow; easements; property lines; building pad; parking areas; placement of all structures; fencing; screens; driveways; walkways; fuel tanks; all existing trees over 6" diameter with species; creeks; out-cropping; and other natural features.

- b. Grading Plan**
Grading plans shall include: existing and proposed contours; grades and drainage; utility trench locations; and trees to be removed. This information can be shown on the plot plan, if convenient.
- c. Roof Plan**
Roof plans shall show: the pitch; valleys; hips; materials; etc. and may be drawn at a scale of 1/8 inch to 1 foot.
- d. Floor Plan**
Floor plans shall include: balconies; decks; patios; solariums; atriums; carports; garages; storage buildings; and the square footage of each floor and the total living area of residence.
- e. Exterior Elevations**
Exterior elevations shall include all exterior elevations of main walls, etc. with heights and materials clearly indicated. The exterior elevations shall also show the finished floor elevation above grade.
- f. Proposed Construction Schedule**
- g. Construction Details**
Drawings shall be in completed form as required for construction purposes.
- h. Exterior Colors and Finishes**
An owner's submission for approval shall indicate color on each elevation sheet and a clear indication as to which surface the color relates.
- i. Specifications**
The specifications for all proposed work must be submitted.
- j. Additions, Remodels, Refinishing**
No additions, remodeling, landscaping, decks, fences, rock walls and berms, satellite dishes, balconies or other structures shall be constructed on any lot without the approval of the ACC. Any changes in house color or changes in exterior finish of any structure must be approved by the ACC prior to painting/staining. The submittal procedures shall be as outlined above except that only the working drawings need be submitted for review and approval.

C. ARCHITECTURAL STANDARDS

1. GENERAL

- a. All requirements set forth within this section which are pertinent to the development of the owner's lot shall be incorporated into the final plan submission in the form of general notes, details, or drawings.

- b. The requirements outlined herein include ALL structures. These structures include, but are not limited to: garages; guest houses; agricultural equipment storage buildings; and accessory structures necessarily and customarily incidental to permitted uses, such as stables and/or employee quarters; barns; swimming pools; dressing rooms; fences; and satellite dishes; and all structures are subject to local building and zoning ordinances.
- c. Exterior architectural treatment must be continuous and consistent on all elevations in order to achieve a uniform and complete design.
- d. Location of structure should respect the privacy of subject and adjacent parcels. Priority will be given to existing residences or prior approved plans. Placement of structure should be aesthetically compatible with existing residences. Conflicts regarding placement of structures will be referred to the ACC. Adjacent property owners (same side of street) will be advised of proposed construction at time of plan submittal.
- e. The principal dwelling house must be constructed prior to or in conjunction with construction of any secondary building or structure.
- f. Any buildings, structures or items not specifically addressed in this document are subject to review and approval by the ACC.
- g. Construction within the meadows and surrounding open areas that generally correlate with the recorded Drainage Easement will not be allowed.

2. SIZE AND HEIGHT

- a. The principal dwelling house should have a total living area, exclusive of garage, patio, terraces, porches and decks, of not less than 2,400 square feet total and not less than 1,500 square feet on the first floor.
- b. The maximum height of any building or structure shall be 35 feet above the existing ground surface at the building site.

3. EXTERIOR WALLS

- a. Materials allowed for exterior coverings of building walls are:

- * Wood (Board Siding Only)
- * Masonry
- * Stucco
- * Other materials only at the approval of the ACC

- b. Wood exteriors may be:

- * Left natural, but protected with sealer

- * Colored or painted with semi-transparent or opaque stains in earth or neutral tones. (Earth tones are defined as having the color brown as a base.)
- c. Shingle siding may be left to weather or be colored with semi-transparent or opaque stain.
- d. Stucco colors may be integral or applied. Colors should be in earth tones.
- e. Concrete or concrete block masonry may be used for foundation walls. Walls over 1-foot in height should be faced with wood, stone, stucco or painted with an acceptable color.
- f. Metal flashing should be hidden by wood trim as part of the overall design, if possible.
- g. Gable end and foundation vents must be louvered redwood vents.
- h. Stone masonry shall be natural stone. Faux stone May be approved on an individual basis.

4. WINDOWS AND DOORS

- a. All exterior windows and doors should consist of wood, bronzed aluminum, black anodized aluminum, and vinyl clad, or baked enamel.
- b. Windows and doors within siding should be trimmed as part of the overall design.
- c. Windows should be composed in an ordered arrangement and composition within the total wall surface of an elevation.
- d. Door openings should follow the same design approach as noted in "a" and "b" above.
- e. Garage doors shall be wooden raised panel, sided to match the siding of the house, or raised panel insulated steel. Steel doors shall be anodized in a color other than clear or provided with a 15-year warranted factory finish in an approved color. Garage doors must relate to the remainder of the house's design elements. All design and color will be evaluated on a case by case basis.
- f. Window or door colors other than that specified for exterior walls to be individually approved by ACC.

5. FACIA

Facias shall be wood, copper, cortan or galvanized and painted iron.

6. GUTTERS AND DOWNSPOUTS

- a. All gutters should be concealed unless their exposure is an important architectural design feature. Exposed gutters, used as an architectural feature, should be painted a color consistent with the overall design.

b. Downspouts should be treated as above.

7. ROOFS

a. Roof may be slate, composition shingle, wood shingle, shake, cortan or treated metal. The following shades will NOT be approved: bright red, blue, white or solid black. Owner shall provide sample and brochure for ACC approval.

b. Other roof materials and slopes may be considered on a case by case basis except that no roof surface shall consist of any reflective or shiny surface (except skylights where approved).

c. Roofing material must be consistent on all elevations, structures and outbuildings.

8. ROOF VENTS

All roof vents to be colored to match the roofing material color. Concealment or "ganging" of vents is encouraged. Placement to the rear of ridgelines is also encouraged.

9. CHIMNEY FLUES

Exposed chimney flues can be stone masonry or must be housed and sided to match exterior of the house. All chimneys shall contain spark arresters with a screen opening of no more than 1/2" diameter.

10. SHEET METAL

All miscellaneous exposed sheet metal flashing, not used as a design feature, shall be colored to match related material or surface being flashed.

11. WROUGHT IRON

All wrought iron to be galvanized prior to applied finish color. The color should be consistent with other metal treatment.

12. FENCES AND WALLS

Fences should be designed to perform a specific function related to living areas or for aesthetic considerations. Fence materials should be in harmony with exterior materials of the home under consideration and that of adjacent homes. No fence shall exceed 5 feet in height from existing grade. No T-Post fencing is allowed. Fencing will be approved on an individual basis and judged first and foremost on aesthetic value within the community in order to maintain an open atmosphere. All fencing shall be set back 10 ft. from Meadows property lines. Consideration for fencing shall be based on visual aesthetics, fire access, deer migration and on maintaining the visual integrity of adjacent property owners.

13. EXTERIOR LIGHTING

Exterior lighting should respect the privacy of adjacent parcels. No direct light shall spill onto adjacent parcels, nor shall the light source (lamp) be visible from off the parcel. Use of a

recessed housing or cutoff luminaries will minimize light pollution. Lighted holiday decorations, including but not limited to Christmas lights, shall only be lit 30 days in advance of and 30 days after the holiday.

14. SATELLITE DISHES

All satellite dishes shall be painted black or grey or have black covers. Covers must be maintained in good repair. Satellite dishes no longer in use should be removed.

D. CONSTRUCTION PROCEDURES

1. PLAN APPROVAL

Construction may not proceed until the Owner has received written approval from the ACC and the owner and builder have signed and returned to the Association a copy of the ACC Plan Review Form.

2. REMOVAL OF TREES

No tree ten (10) feet or more in height or having a trunk four (4) inches or more in diameter may be removed without first obtaining written approval from the ACC. The ACC will study the impact of the removal and will mitigate a revegetation/replacement policy on an individual basis.

Removing trees prior to written approval from the ACC will result in a \$2,000.00 fine per tree.

3. REMOVAL OF VEGETATION

No grading/clearing of brush, natural vegetation, rocks, etc. is allowed unless approved by the ACC and, in the case of new construction approval by the ACC and a building permit issued by the Town of Truckee are required.

4. PLACEMENT OF UTILITY LINES

Underground power is encouraged and can be placed in a common trench with other utilities. Placement of overhead utility poles will be reviewed by the ACC. The ACC will study the impact and will mitigate a vegetation screening policy on an individual basis.

5. STORAGE OF CONSTRUCTION MATERIALS

No building or other materials shall be stored on an unimproved lot unless plans for construction have been approved by the ACC and a building permit issued by the Town of Truckee Building Department.

Once approval has been received from the ACC and a building permit issued by the Town of Truckee Building Department, all materials must be stored on the building site. Material must not be stored on the roads or adjacent lots.

Following completion of the project, all unused construction materials shall be consolidated and stored out of view from the common area and adjacent lots.

6. VEHICLES

Autos and trucks belonging to contractors and their employees must be parked so as not to

inhibit access or parking of the property owners, guests, and the public in the immediate area. General contractor shall be responsible for adequate snow removal to provide parking off the subdivision roads. No vehicles shall be left overnight which are not parked on the job site.

7. TEMPORARY BUILDINGS

Section 7.21 of the CC&Rs; Camping or temporary residence in a mobile home, trailer or tent is not permitted on any lot.

8. CHEMICAL TOILETS

Chemical toilets shall be placed in a remote and inconspicuous location as feasible. No chemical toilet shall be placed next to an occupied residence. Chemical toilets must be removed within one week of issuance of Certificate of Occupancy.

9. CLEAN UP

Daily clean up of areas surrounding the construction site should be rigorously maintained by the General Contractor, subs, and construction personnel.

Roadway must be kept free of construction debris, mud and dirt on a daily basis.

10. REMODELS

Any exterior remodel of an existing structure involving 50% or more of the structure will necessitate the entire exterior to be brought up to current Architectural Standards.

11. TRENCHING ACROSS ROAD

If, in installing utilities, trenching across Meadows' roads is necessary, approval will be granted contingent on agreement to the following conditions. (See Attachment 1).

E. MAINTENANCE STANDARDS

Structure and grounds must be maintained in a condition reflecting current ACC construction standards. Failure to maintain, or obtain prior approval when required, will result in fines levied. (See Attachment 2 for Schedule of Fines which may apply.) The approval process is the same as for new construction. (See Sections A and B above.)

1. Paint / Stain

BEFORE repainting or staining, color must be submitted for ACC approval. Colors must comply with current ACC standards for all exterior surfaces. (Refer to C. 3. Exterior Walls)

2. Roofs

BEFORE reroofing, color type and sample must be submitted for ACC approval and, if roofline is involved, a roof plan must be submitted. When re-roofing the color type and material must be brought up to current ACC standards.

3. Driveways

Driveways must be kept in good repair, regardless of material used. Sufficient material

must be maintained so as not to cause mud on Association roads.

BEFORE paving or repaving, plans must be submitted for ACC approval.

4. Drainage

- a. Drainage may not be changed by grading, building, paving, landscaping or any other activity; in such a way that run-off is routed onto neighboring properties or the Common Areas or road.
- b. Culverts must be maintained so run-off does not undermine road, present safety hazard or look unsightly.
- c. In the event damage to culvert or pavement edge. Owner is responsible for immediate repair. If damage occurs in winter, damage must be repaired immediately after the snow melts. If water backs up at any time, even during winter, Owner must repair culvert immediately to prevent undermining road.
- d. Any damage to road, neighboring property or Common Area due to changed run-off patterns, damaged culverts, or from any other source, is sole responsibility of offending property Owner.

5. Fencing

- a. Fencing must be maintained in condition reflecting current ACC standards.
- b. Before painting or staining, color must be submitted for approval by ACC.
- c. Broken boards, gates or torn wire must be replaced or repaired immediately.
- d. Any additions to fencing must be approved in advance by the ACC.
- e. Any repairs of existing fence involving 50% or more of structure will necessitate entire fence being brought up to current ACC standards.

6. HAZARDS

Any hazard to humans, pets or wildlife must be removed or repaired immediately.

7. REFUSE

Section 7.16 of the CC&Rs; No refuse pile, garbage or obnoxious or offensive material ("Refuse") shall be placed or suffered to remain anywhere on the Property, except in securely covered containers, and each owner shall cause all refuse to be removed from his lot periodically and disposed of according to accepted sanitary practice. The Association may remove refuse from a lot after reasonable notice to the owner. All refuse containers, tanks and other such facilities must be underground or in walled in or screened areas so that they are not visible from other or common area.

Refuse includes old appliances, derelict vehicles. Owners should store non refuse items away

from the view of the street or adjacent property owners.

F. ENFORCEMENT

1. Construction of any structure or improvement must be pursued diligently and completed within eighteen (18) months from date of commencement. If not timely completed, it may be treated as a nuisance, and the Association may bring an action in court or a proceeding in arbitration to have the partially completed structure completed or removed, at the expense of the Owner.
2. The Association may remove refuse from a lot after reasonable notice to the Owner, at the expense of the Owner.
3. The Architectural and Design Fine Schedule (Attachment 2 hereto) may be amended and modified from time to time at the recommendation of the ACC, with Board approval.

FINES MAY BE ASSESSED, BY THE BOARD, ON A DAILY, WEEKLY, OR MONTHLY BASIS, ACCORDING TO THE INFRACTION AND AT THE RECOMMENDATION OF THE ACC.

Fines will be determined by the severity of the offense. Multiple violations may result in multiple fines. Each subsequent violation for the same or similar offense within a one-year period may subject Owner to a fine double those listed in Attachment 2.

Owners are required to comply with the Standards. Payment of penalty does not relieve an Owner of obligation to comply. The Board shall enforce compliance in accordance with the Association Governing Documents, including assessment of expenses of enforcement.

ATTACHMENT 1

TRENCHING ACROSS ROAD REQUIREMENTS

If, in installing utilities, trenching across Meadows roads is necessary, the following requirements must be met:

1. Asphalt to be cut 6" each side of trench width.
2. A certified compaction test will be required.
 - * Initial backfill layers - 8" lifts - 90% compaction required.
 - * Top 12" - Class II asphalt base - 95% compaction required.
3. Tack coat to be applied to cut surfaces.
4. Asphalt section shall match existing asphalt depth.
5. Asphalt applied shall meet California Department of Transportation specifications - 1/2" hot mix asphalt.
6. Asphalt to be crowned 1/2" to allow for settling.
7. Asphalt to be mechanically compacted (not wheel rolled).
8. If trench to be left unpaved for more than one week, it must be patched temporarily with cold-mix asphalt.
9. Finish paving must be completed within one month of trenching starting date.
10. If settling occurs and potholes, etc. result, owner will be responsible for repair.