

**OCOTILLO PRESERVE HOA**  
A Custom Home Community

**DESIGN GUIDELINES**

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## **1. SITE PLANNING**

### **1.1 ZONING**

Pima County zoning governs all development, except as further restricted by the Ocotillo Preserve Protective Covenants, and the requirements contained herein.

### **1.2 SITE DEVELOPMENT**

No site clearing, grading, or building shall occur on any lot until **Development Plans** and **Architectural Plans** are submitted to and approved by the Ocotillo Preserve Design Review Committee and the association's Architect.

Site development shall adhere to Arizona's Native Plant Law and shall conform to the natural topography, preserving terrain and natural vegetation drainage ways including any trees with a minimum trunk thickness of 3 inches.

All structures and landscaping shall consider panoramic views and endeavor to provide for the privacy of neighboring homes and outdoor areas.

#### **Development Plans shall include:**

- a. *Site Plan* – minimum 40 scale with north arrow, title and date. Identify building envelope area. Identify location of adjacent properties and their structures. Identify location of construction toilets and dumpsters.
- b. *Grading Plan* – minimum 40 scale with north arrow, title, date, and topography with one-foot contour intervals.
- c. *Landscaping Plan* – including mature vegetation and open-space preservation plan per the approved Plat, both showing the percentage of undisturbed open space and identifying all significant vegetation.

#### **Architectural Plans shall include:**

- a. *Floor Plans*
- b. *Exterior Elevations*
- c. *Color and Building Materials*

### **1.3 UNDISTURBED OPEN SPACE**

Undisturbed open space shall be in accordance with the approved Plat.

### **1.4 BUILDING ENVELOPE**

The building envelope is the portion of each lot within which all improvements must be built and alterations to the existing landscape may be permitted. Natural features of the lot, views, relationship to adjacent building envelopes, and topography will determine the most appropriate building envelope. The Design Review Committee, on the basis of improvement to adjacent building envelopes, may further restrict the location of improvements within the building envelope. The Ocotillo Preserve Homeowners Association shall have the right to repair any damage done to the landscape outside the building envelope and levy an Individual Assessment to the owner for said repairs in accordance with the Covenants, Conditions and Restrictions.

**Prior to clearing or grading, the building envelope shall be clearly staked and fenced.**

### **1.5 CONSTRUCTION FENCING**

That portion of the Building Envelope that is anticipated to be damaged during construction and that contains all of the proposed improvements shall be cordoned off with construction fence as described herein:

a) The fencing shall be constructed of typical orange mesh construction fencing fastened with metal posts. The fencing will be continuous around the proposed improvements and will be extended out to the street area, along the edge of the street and around the utility trenches.

b) The fencing shall remain intact and securely in place for the entire duration of the construction phase of the project.

#### 1.6 GRADING

Grading shall conform to the natural topography and result in harmonious transition with the natural terrain.

Graded slopes shall not exceed the **Maximum Cut and Fill Slope Specifications** unless approved by the Design Review Committee. All cut and fill slopes shall be landscaped. Grading large, level pads will not be permitted. Design structures should conform to hillsides.

##### Maximum Cut and Fill Slope Specifications

- |                       |   |
|-----------------------|---|
| a) <i>Cut Slopes</i>  | 4' vertical height<br>2.5:1 slope ratio |
| b) <i>Fill Slopes</i> | 2' vertical height<br>3:1 slope ratio   |

#### 1.7 BENCHING/TERRACING EXTENSIVE SLOPES

Extensive, steep slopes shall use terracing and "benching" and landscaping to soften the overall appearance. Retaining walls may also be used in accordance with the Design Guidelines.

#### 1.8 MATURE TREES

All mature trees (minimum trunk thickness of 3 inches) shall be retained on each individual building lot with the exception of non-healthy trees. No mature trees shall be removed without the permission of the Design Review Committee.

Improvements on building lots shall be designed around existing specimen and other healthy mature trees, leaving the maximum number in place, unless approved by the Design Review Committee. Mature trees, which will remain in place, should not be disturbed within three (3) feet of their trunk.

Mature trees must be included in the landscape plan showing which mature trees will be relocated/removed and new locations. All other mature trees are to remain in their natural location.

#### 1.9 RIPRAP

Riprap shall be hand placed from the site or with a rock approved by the Design Review Committee and shall adhere to the Rock Riprap Limitations. Every attempt should be made to minimize the exposure of riprap rock coverage of natural desert landscape.

#### 1.10 UTILITIES

Install all utility services underground, locating lines under driveways or other disturbed areas to avoid additional site damage and repair. Utilities must be clearly indicated on grading plans, with fencing noted at disturbed areas.

At the discretion of the Design Review Committee, no mechanical equipment such as air

conditioners, or solar cooling and heating devices, shall be visible from outside the lot. Screen walls shall be constructed for this purpose and a gate shall be required if unit is at all visible from outside the lot. An enclosed utility yard, which adheres to Wall Guidelines, is required for all clotheslines, tanks, wood storage, and trash or rubbish containers. All clotheslines must be specifically approved.

All transformers, meter boxes, irrigation equipment and so on, adjacent to the house if visible, must be painted to match exterior house colors.

**1.11 DRAINAGE**

Natural drainage ways shall be preserved wherever possible. Minimize alterations to natural drainage ways to prevent soil erosion. Developed drainage ways, if lined, shall use rock from the site or rock approved by the Design Review Committee. The Design Review Committee must approve any other lining material.

Provide for the detention of storm water runoff wherever possible. Collection and onsite retention of storm water runoff is encouraged to supplement irrigation.

All drainage shall exit from any lot in a manner identical to the original runoff.

**1.12 SETBACKS**

Minimum setbacks shall be as shown on the approved Plat.

**1.13 LANDSCAPING**

The objective of landscape design at Ocotillo Preserve is to achieve a visual continuity with the natural desert surroundings. All ground disturbed during the course of construction is to be stabilized using planting, commercially applied hydro seeding, riprap and rock mulch as prescribed in this section of Design Guidelines. The intent is to prevent erosion and to avoid the appearance of "scarring" in the landscape.

The Design Guidelines for single-family residences at Ocotillo Preserve require minimum disturbance to the existing desert vegetation. Improvements and alterations to the site are permitted only within the Building Envelope that is approved during the review process, for each lot as indicated on the approved Plat. The remainder of the site shall remain undisturbed native vegetation. There are three (3) categories of landscaping that can occur within a given lot.

1. Landscaping and Desert Revegetation
2. Ornamental Landscaping
3. Desert Restoration

**Landscaping and Desert Revegetation** shall enhance the quality of the existing desert landscape. Landscaping and Desert Revegetation normally occurs in areas surrounding the home outside the patio walls. The Landscaping and Desert Revegetation guidelines shall be followed in both these areas. **Ornamental Landscaping** can occur only behind patio or approved walls. The landscaping behind patio walls can include exotic plants, but selecting plants from the *Landscaping and Desert Revegetation Plant Schedule* is highly recommended.

**Desert Restoration** occurs if the designated undisturbed native vegetation is inadvertently destroyed or removed during construction. The homeowner is required to restore the desert to its

original condition. The guidelines for **Desert Restoration** shall be followed.

**1.14 LANDSCAPE AND DESERT REVEGETATION GUIDELINES**

The final result shall be a continuum of desert growth that is interrupted only by the building and patio walls or other approved landscape of each home. No existing native vegetation on the lot, including mesquite and palo verde trees, and other specimen vegetation shall be disturbed or removed, except to construct buildings, patio walls, walks, and driveways unless prior approval is granted by the Design Review Committee.

All **Landscaping and Desert Revegetation and Desert Restoration** shall be completed prior to the Final Site Inspection and release of construction deposit refund. The Design Review Committee may allow exceptions, due to time of year.

**Plant Material**

To establish visual continuity in Landscaping and Desert Revegetation, plant materials used shall be native Sonoran Desert Foothills vegetation or compatible drought-tolerant vegetation. Only plants listed in the *Landscaping and Desert Revegetation Plant Materials Schedule* shall be used. Ornamental plants not indigenous to desert regions and not listed on the *Landscaping and Desert Revegetation Plant Materials Schedule*, including turf grasses (lawn), shall be permitted on individual building lots only in areas behind patio walls.

All plant material shall meet the minimum standards of the American Nurseryman's Association.

**Recommended Plant Size**

To enhance the establishment (root development) of plants newly installed in the landscape, the following plant container sizes are recommended:

- c) *Trees* – 5 gallon or 15 gallon
- b) *Shrubs* – 1 gallon or 5 gallon
- c) *Ground cover* – 1 gallon or seed with native desert seed

**1.15 LANDSCAPING AND DESERT REVEGETATION PLANT MATERIALS SCHEDULE  
(See Exhibit A)**

**1.16 DESERT RESTORATION GUIDELINES**

The Sonoran Desert Foothills vegetation exhibits several horizontal plant growth layers: skyline, tree canopy, shrub layer, cacti layer, and under story. Plant densities in these layers vary according to type. When the under story is disturbed, the visual and ecological continuity of the site is destroyed. To achieve a comprehensive desert restoration, all planting shall replicate in character the existing landscape in plant materials, plant layers, and plant density. Replacement of the under story element is critical to successful desert restoration.

**Plant Materials**

Plant materials have been selected that exist on the site in order to replicate the desert layering. Because some Sonoran Desert Foothills plant materials are unavailable commercially or are difficult to transplant, a few selected plants that are good performers, readily available, and compatible with Sonoran Desert Foothills plant materials have been added to the Desert Restoration Plant Materials Selection Schedule.

**Minimum Plant Density Schedule**

Plant densities reflect actual site conditions at Ocotillo Preserve. Plant container sizes are listed in the Desert Restoration Plant Schedule and shall be adhered to.

**Plant Material**

- a) Trees
- b) Shrubs
- c) Cacti
- d) Ground Cover/Hydroseed

**Minimum Density**

1 per 400 sq. ft.  
5 per 800 sq. ft.  
5 per 800 sq. ft.  
15% of all disturbed area. In cases using seed mix, provide temporary irrigation (minimum six month)

**1.17 DESERT RESTORATION PLANT SCHEDULE (See Exhibit B)**

**2. SITE IMPROVEMENTS-New Home Construction**

**2.1 CONSTRUCTION PERIOD**

Construction shall not commence without Architectural and DRC Approval. All construction of plans and specifications approved by the Design Review Committee must be completed within one (1) year of such approval unless the Design Review Committee expressly grants additional time.

**2.2 BUILDING MATERIALS**

Masonry and stucco are required building materials and shall set a predominant construction theme throughout Ocotillo Preserve unless by special approval from the Design Review Committee.

Permitted materials include:

- a) Cement stucco over CMU
- b) Split-face concrete block
- c) Brick and mortar-washer brick
- d) Fired adobe block
- e) Mud stucco over stabilized adobe block
- f) Stucco over wood, metal frame, or concrete filled foam

All exposed wood timbers shall be kiln dried and bolted or strapped securely in place. Oversizing of structural exposed timbers is recommended with a minimum nominal thickness of 2 1/2". All exposed wood shall be treated with a preservative, stained or painted, and maintained. All non-tile exposed roof scuppers, gutters, downspouts and sheet metal shall be painted.

All other building material shall be approved by the Design Review Committee.

**2.3 EXTERIOR APPEARANCE AND COLORS**

Exterior appearance shall blend with the natural surroundings and landscaping. Exterior colors must relate to each other, and high contrasts between colors are to be avoided. Colors are to be muted browns and tans, and approved accent colors. No white or near-white colors allowed. LRV's (Light Reflective Values) need to be between 25 and 45. Actual color samples shall be submitted at the time of the Preliminary Plan Review. Small amounts of accent colors are permitted. Each paint color is subject to the discretion of the Design Review Committee relative to its aesthetic appeal and its fitness for this subdivision. Clear aluminum window and doorframes are not permitted, nor are reflective surfaces.

When a home is repainted, the exterior colors must be approved by the Design Review Committee prior to application. Colors are to be muted browns and tans, and approved accent colors with a Light Reflective Value (LRV) between 25 and 45. Owners must submit a paint chip

with the manufacturer's name, paint number, and Light Reflective Value (LRV) even if the color was previously approved by the DRC. If the paint color is selected from the approved color list, then approval will be administratively expedited. If the color is not selected from the approved color list, then the homeowners must paint a 5' x 5' paint sample on the side of the house and at least 5 linear feet of fascia or trim. The Committee will review colors after the management company has been notified that the paint sample(s) have been applied. Approval of a new color by the Design Review Committee does not necessarily place the color on the approved color list.

#### **2.4 ROOF MATERIALS**

Natural clay Mexican tile roofs are encouraged and shall be used as a roof element rather than a decoration. Pitched roofs shall not exceed 6 in 12. Parapet roofs shall be continuous around the roof perimeter including porches. White or reflective pitched roofs are not permitted. Metal roofs will be considered on a case-by-case basis by the Design Review Committee. Any proposed metal roofing material cannot be "shiny" and must have an LRV between 25 and 45. No wood or asphalt shingle roofing materials will be allowed. All flat roof surfaces must be tinted.

#### **2.5 BUILDING HEIGHTS**

Building heights shall be 18' maximum for a single story home. One-story homes are the preferred design; however, two story designs may be considered for specific lots as approved by the Design Review Committee. In instances where it will not adversely affect the views of others within Ocotillo Preserve, contingent upon the approval from Pima County, a two-story "Tower" design element may be approved. Height will be measured from finished floor elevations.

Tower Criteria:

Height – 20' maximum

Size – not more than 20% of conditioned space

Tower must be set back from exterior walls of the house a minimum of 10'

No outside porches at tower

No walks out from tower to any outside space

Finished floor elevations (FFE's) will be determined on an individual basis, based on topographical contours of each lot. The FFE will be in relation to present benchmarks located in the streets. Written certification by an engineer/surveyor of the project's reference benchmark of the finished floor elevation must be provided to the DRC prior to commencement of construction.

#### **2.6 WALLS**

Patio walls, including utility yard enclosures, or extensions of the house design, shall be constructed from the same or compatible materials and earth tone colors as building walls, and shall comply with Maximum Wall Heights. Wrought iron inserts may be approved for walls. Unless otherwise approved, patio walls will be the same color as the house.

Walls, which project in a way to reveal their thickness for primary elevations, shall return or terminate into a 16" wide pilaster.

A minimum of buffer of 5' is suggested around the perimeter of patio walls to accommodate construction. This limits locating patio walls on the Building Envelope boundary.

Long wall lines shall be softened with plant recesses and landscape for vertical and horizontal relief.

##### Maximum Wall Heights:

- a) 4' at front of dwelling with an archway not to exceed 12 feet in height
- b) 6' at side and rear of unit



Wall heights shall be measured from the exterior existing grade adjacent to the wall. The Design Review Committee retains the right to grant variances to wall heights as it may deem appropriate.

**2.7 RETAINING WALLS**

Retaining walls may be used to support patio walls and building walls. When used, retaining walls shall not occasion an increase in the allowable building or wall heights. A terraced wall design will be required when topographical conditions require a variance for wall heights in excess of allowable limits. In any case no exposed wall surface shall exceed the designated wall heights.

**2.8 DRIVEWAYS AND PARKING**

Driveways shall be paved with **Acceptable Paving Materials**. Driveways that cross washes shall have appropriate concrete toe-downs. Driveway grading and paving shall minimize the disturbance of bordering natural vegetation. Driveways should be completed prior to move-in.

Acceptable Paving Materials

- a) Integrated colored concrete
- b) Chip and seal
- c) Asphalt
- d) Decomposed granite
- e) Brick
- f) Exposed aggregate concrete
- g) Concrete

Driveways shall be used for construction access and to accommodate guest parking.

A minimum two-car garage with automatic door opener is required for each home.

Driveway Cut Repair

All driveway cuts shall be repaired and all driveways shall have an appropriate apron installed.

**2.9 MECHANICAL AND SOLAR EQUIPMENT**

All heating and cooling equipment, including ductwork, must be located on the ground or within the building. Ground-mounted equipment must be concealed from view with an approved screen structure. Solar equipment must be integrated into the design of the building and properly screened from view whenever possible. Proposed installation of any solar equipment that may be visible from outside the lot must receive approval from the Design Review Committee. An attempt to place equipment in an unobtrusive location must be demonstrated to the Committee.

**2.10 GARAGES**

Garage doors must be painted to match the exterior of the building. The color may match either the building or the accent color.

**2.11 MAILBOXES**

Uniform design mailboxes may be required when and if the United States Postal Service provides for home delivery of mail. Mailbox design shall be uniform in shape, size, color, and address identification. Custom mailboxes shall be ordered through the manufacturer.

- 1) Each mailbox shall be installed by the homeowner.
- 2) Each mailbox may be lighted. A light sensor is recommended.

3) Each mailbox shall be placed (by the contractor) onto a concrete base as shown in the illustration (See Exhibit C).

4) Each contractor shall provide the concrete base. Each concrete base shall contain four (4) bolts on which the mailbox should fit.

5) Each mailbox shall be placed at a minimum of five (5) feet from the driveway when possible.

### **3. SITE AMENITIES**

#### **3.1 IMPROVEMENTS, ALTERATIONS, REPAIRS, etc. (SEE ALSO CC&R'S)**

No improvements, alterations, repairs, excavations, grading, landscaping or other work which in any way alters the exterior appearance of the Properties or a Lot, or the Improvements or Residences thereof, from its natural or improved state shall be made or done without prior approval, in writing, of the Design Review Committee.

Any additions or modifications to exterior elevations, pools, patios, decks, driveways, walks, or a freestanding building shall also be submitted to the Committee along with drawing and samples, if applicable. If required, fees for review of additions or modifications shall begin at \$100.00 and may be increased subject to the complexity of the proposed addition or modification and restricted to the actual amount charged by the reviewing architect.

Major modification projects such as pools, casitas, additions, porch enclosures or modifications of dwellings must be completed within 12 months of approval.

Landscape improvements, patio walls, driveways, painting and projects of a like nature must be completed within 6 months of approval.

#### **3.2 EXTERIOR LIGHTING**

Outdoor light fixtures should blend architecturally with buildings, pedestrian areas and other hardscape elements. External lighting shall be limited to that necessary to provide the functional requirements of safety, security and identification. Security lights must be light censored and shall not remain on all through the night.

All outdoor lighting fixtures shall be down-shielded. The bulb must be a 60 watt or less incandescent or low-sodium. All floodlights, including security lights, must be down shielded, and point downward by at least 45 degrees below the horizontal. Decorative lighting must conform to Pima County outdoor lighting code. Mailbox lights must be maintained in working condition.

Ocotillo Preserve down shielding requirements:

- The top of the fixture must be opaque material.
- The sides must be opaque or translucent glass material. If the sides are opaque, a pattern or some holes in the material is acceptable.
- The bulb cannot extend below the fixture
- For spotlights, only a complete opaque fixture is acceptable.

#### **3.3 TRASH RECEPTACLES**

Trash receptacles shall be located in the garage or a utility yard, screened by an approved enclosure and concealed from view of adjoining lots, streets and common areas.

**3.4 SIGNAGE-See Exhibit E**

**3.5 POOLS**

The design of swimming pools, spas, and pool houses shall be approved by the Design Review Committee whether or not construction accompanies dwelling unit or occurs thereafter. All associated mechanical equipment shall be enclosed and concealed from view from adjoining properties, streets, and common areas.

**3.6 ACCESSORY BUILDINGS**

Tennis courts, guesthouses, storage sheds, and other accessory structures shall be allowed only with the permission of the Design Review Committee. No lighting of courts shall be permitted.

**3.7 SATELLITE DISHES/ANTENNAS/FIXED WIRELESS DEVICES**

No exterior antennas or other device for the transmission or reception of television, radio or other signals (except television antennae and fixed wireless devices that are one (1) meter or less in diameter) shall be erected or maintained on any Lot or Parcel, or the improvements thereon, without the approval of the Design Review Committee. Television antennae and fixed wireless devices that are one (1) meter or less in diameter should not be installed so as to be visible from neighboring property, and should be painted to match the improvements on the Lot or Parcel (if such painting does not void the device's warranty), so long as an acceptable signal can be obtained.

**3.8 PLAY EQUIPMENT**

Proposed installation of play equipment including but not limited to basketball hoops, play gyms, trampolines and weight-lifting equipment that may be visible from outside the lot must receive approval from the Design Review Committee. Items must be located on the lot so as to cause minimal visual impact to neighboring lots and to minimize objectionable noise to neighbors. Basketball hoops, either portable, in-ground or affixed to the residence, must be painted in earth tones so as not to stand out. Play equipment must be earth tones (i.e. redwood finish) and awnings may not be brightly colored. Equipment must be maintained so as to keep a kempt appearance respectful to neighbors in accordance with the provisions of the Covenants.

**3.9 AWNINGS AND SUNSCREENS**

Awnings must be of a neutral color and compliment the style of the dwelling. Sunscreens may be a dark or neutral color with the frames matching the color of the sunscreens. No white or bright colors are allowed.

**3.10 MINIMUM HOME SIZE**

The minimum home size shall be 2,500 square feet of living area. This area is exclusive of patios and garages.

**4. NEW CONSTRUCTION REVIEW PROCESS**

Approval of a detached single-family home by the Design Review Committee involves successful completion of six stages. Please allow a minimum of five working days for both the preliminary and final review process.

1. Pre - Design Orientation
2. Preliminary Review
3. Final Document Review
4. Pre-construction Inspection
5. Construction in Progress Inspection
6. Final Site Inspection

These stages are progressive and are intended to assure compliance with the Ocotillo Preserve

Design Guidelines. The above four review stages must be completed separately and in the order shown. All approvals shall be in writing from the Committee.

Fees as follows:

\$ 2,100.00 Architectural Review Fee payable to the associations reviewing architect. This fee is non-refundable in the event that the project is abandoned by the Owner or rejected by the Committee. Additional review fees may be required for more than one submittal of preliminary and final plans for review, additions, etc. This fee must be paid at the time the preliminary plans are submitted for review.

\$8,500.00 Construction Deposit payable to Ocotillo Preserve HOA (\$7,500.00 refundable upon approval of Final Inspection. \$1,000.00 is non-refundable). The lot owner must pay this fee at the time the final construction plans are submitted for review.

Three (3) COPIES OF *all* plans and documents shall be submitted to the HOA Management Co. with one copy to be retained by the Design Review Committee, one to be retained by the Architect through the Final Inspection, and one to be returned to the applicant. All submittals must follow instructions and contain all required information, including calculations and certifications as outlined in these Design Guidelines. If a discrepancy occurs, plans will *not* be accepted for processing.

Review and approval of the submitted final plans apply only to planned site and building development and do not necessarily imply acceptance or approval of any project layout or construction.

Reviews are to obtain the recommendation of the approving architect. Approval of submitted final plans must be obtained from the DRC.

Approvals and reviews from the Homeowners Association and reviewing architect are for compliance with applicable Ocotillo Preserve Covenants, Conditions and Restrictions and Design Guidelines only. Separate approval and/or building permits may be required from Pima County and other agencies before any construction takes place. It is the responsibility of the homeowner to secure required approvals for any work undertaken.

Review fees may be adjusted on a periodic basis or in amounts commensurate with the scale of the project. Failure to submit plans to the Committee prior to obtaining governmental review of plan check through Pima County places the owner at risk and is done at owner's sole discretion.

Throughout the Design Review Process, only the lot owner will be notified of any action taken involving that particular lot.

The individual or entity posting the construction deposit for a Lot must sign a receipt, which acknowledges the following:

1. The construction deposit is being posted for a particular Lot and not on behalf of any particular owner or builder;
2. Part or all of the construction deposit may be withheld if, upon final inspection of the Lot pursuant to these Design Guidelines, construction and/or landscaping does not comply with the approved plans for the Lot;
3. If the construction deposit is refunded for compliance with the approved plans, refunds will be made only to the owner(s) of record at the time of final inspection;
4. If the individual or entity posting the construction deposit is not the owner of record at the time of final inspection, he/she expressly waives any claims against the Association for any refund

of construction deposit.

**4.1 PRE-DESIGN ORIENTATION**

A meeting on site during which the Owner or an owner's representative must meet with a DRC representative to review the Design Guideline, the Building Envelope, the Natural Open Space, particular Lot aspects, and other conceptual design criteria of the Owner. This occurs before any designs or plans are prepared.

**4.2 PRELIMINARY PLAN REVIEW – 5 WORKING DAYS MINIMUM**

Three bound sets including:

**1. Development Plans**

- a) Site Plan with percentage of undisturbed open space specified, location of adjacent dwelling, and location of construction fence, dumpster and portable toilet
- b) Grading Plan showing elevation in relation to surrounding lots
- c) Landscape and Restoration Plans, must be on a minimum 24" x 36" sheet and include the following:
  - 1) 40' scale minimum
  - 2) Plants layout
  - 3) Proposed plant name and size

*Design Review Committee requires that each category, i.e., site, grading, landscape, be on a separate sheet. Grading plan and site plan may be combined on one blue line if so desired.*

**2. Architectural Plans, including**

- a) Floor Plan
- b) Exterior elevations – 2 (with heights clearly indicated)

**3. Color Chips**

Actual color samples of major exterior materials

**4.3 FINAL DOCUMENT REVIEW – 5 WORKING DAYS MINIMUM**

Three bound sets including:

1. Completed Plans and Specifications as would be submitted to Pima County for Building Permit
2. Landscape Plan (with percentage of undisturbed open space specified)
3. Final Grading Plan

PLUS:

1. Story poles must be in place for viewing by the Design Review Committee three days prior to the Design Review meeting at which the plan will be reviewed.

**4.4 ON-SITE PRE-CONSTRUCTION INSPECTION**

The reviewing architect is to be given seven (7) days notice

1. Finished Floor Elevations – Benchmark Established
2. Building Corners Staked
3. Building Envelope Fenced
4. Signage in Place
5. Provide the Association with the following documents: copy of building permit, list of subcontractors, and copy of builder's bond and license

**4.5 CONSTRUCTION IN PROGRESS INSPECTION**

DRC verifies with the Builder that construction is proceeding in compliance with the approved Final Design submittal and the Design Guideline.

**4.6 FINAL SITE INSPECTION**

The Final Site Inspection must be requested within 30 days of occupancy\*. The reviewing architect is to be given seven (7) days notice for final inspection.

1. Review compliance with undisturbed open space requirements
2. Review compliance with retaining wall and riprap requirements
3. Review compliance with landscape plan, plant densities and lighting requirements
4. Review compliance with exterior colors and screening of mechanical equipment
5. Any deficiencies must be corrected within 30 days of inspection

\*Exception: If the homeowner has elected to install landscaping after construction, a landscape plan must be submitted to the Design Review Committee within 30 days of occupancy and landscaping must be completed within 6 months.

**5. CONSTRUCTION STANDARDS**

Construction Standards are intended to ensure quality development and protection for the native vegetation. *Please read them very carefully.*

It is the responsibility of the contractor and the homeowner to adhere to the following requirements:

1. Construction shall not commence without Architectural Approval, DRC Approval and on-site pre-construction inspection.
2. An on-site trash dumpster is required during course of construction. The contractor shall provide cleanup of the job site on a daily basis. Any trash generated from the job site will be the responsibility of the contractor.
3. A temporary toilet shall be provided on-site during the course of construction.
4. No construction work shall begin before 6:00 a.m., Monday through Saturday. No work will be permitted on Sundays or holidays at any time.
5. Preservation of all existing native vegetation outside the building envelope is required. Replace any disturbed areas per the Desert Restoration Guidelines.
6. Construction fence shall remain in place and securely fastened during all phases of construction.
7. Storage of construction material must be inside the construction fence.
8. The contractor is responsible for the conduct of persons working on the site.
9. Parking is limited to one side of the street only, as determined by the contractor and as approved by the DRC. No parking is permitted off paved roadways, unless on the construction site areas approved by the DRC for clearing and construction.

During the course of construction, the Association shall have the authority to withhold portions of the Construction Compliance Deposit for repeated or continuous violations of the Design

Guidelines, and to use such amounts to correct violations if necessary. If this occurs, the lot owner shall be obligated to replenish said Deposit (\$8,500.00) to its original amount within 10 days after any amounts are removed, or a cease and desist order will be issued.

## **6. VARIANCE PROCESS**

The Covenants allow that the DRC may grant variances to the Design Guidelines where the topography or location of the property lines of any Lot, or the configuration of the structure thereon, or the combination thereof, prevent reasonable construction of structures. Therefore, the DRC has established the following variation process.

1. Provide two (2) sets of drawings to the reviewing architect showing the proposed variance comparable to the level of drawing submitted to obtain a permit from Pima County.
2. Provide photos or drawings of existing conditions.
3. Provide a letter describing the variance, listing the reasons why a variance from the guidelines is required, and what specific provisions of the guidelines are being varied.
4. The reviewing architect will review and make recommendations in writing to the Ocotillo Reserve Design Review Committee regarding the proposed variance.
5. The Design Review Committee may consider any requests for a variance on an individual case by case basis.