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Form B Construction Document Submittal
Form C Minor Project Submittal Application
Form D Addenda Application
Form E Construction Agreement
Form F Notice of Completion
Form G Agreement to Pay Consultant

Example of Structural Details
successor or assigns should acquire more than six (6) undeveloped Lots from the Declarant for the purposes of development.

1.23 DECLARATION

Shall mean and refer to "Las Jollas de Rancho Grande" Declaration of Covenants, Conditions and Restrictions, as amended or supplemented from time to time. The "Declaration", sometimes referred to as "CC&R's", establishes and imposes mutually beneficial restrictions under a general plan of improvement for the benefit of all Property Owners of residential lots within Las Jollas.

1.24 DESIGN COMMITTEE (Committee)

The Design Committee was created pursuant to the Las Jollas de Rancho Grande Declaration of Covenants, Conditions and Restrictions herein referred to as the Declaration and is charged with reviewing all plans and/or specifications for development and/or improvement of individual lots within Las Jollas. Its responsibility is to ensure architectural compliance with all protective restrictions contained in the adopted conditions of approval and mitigation measures for the Development, those contained in the Declaration, and the goals for Las Jollas as set forth in this Design Manual.

Please refer to the Declaration for specific information on the Design Committee.

1.25 DESIGN MANUAL (Manual)

This manual, "Las Jollas de Rancho Grande Design Manual", is a manual of design directives and approval procedures for use with respect to Las Jollas. The Manual has been adopted by the Declaration, amended from time to time by the Association, and has been approved by the City. The Manual is to be used in conjunction with the Declaration and in case of conflict, the Declaration shall prevail between the two documents.

Compliance with the requirements of this Design Manual is the responsibility of each Property Owner as well as the responsibility of each design and construction professional hired to provide services within the Las Jollas development.

The Property Owner must also comply with all applicable planning and building regulations of the City of Arroyo Grande, the County of San Luis Obispo, and the State of California governing improvements made in Las Jollas. The Property Owner and its engineering or design consultants, are responsible for a complete review of the City's zoning laws, the conditions of development for Las Jollas, as well as the requirements of this Design Manual. For Information on City, County and State regulations, contact the City
1.26 HOMEOWNERS ASSOCIATION (HOA)
Las Jollas de Rancho Grande Homeowner's Association, also known as "The HOA", is created by the Declaration and is composed of all Property Owners of residential lots in the development. It is a self-governing entity of Las Jollas and is responsible for enforcing the Declaration. The HOA acts directly through the Design Committee in matters relating to the design and construction of homes within the development.

1.27 LAS JOLLAS DE RANCHO GRANDE (Las Jollas)
Shall mean Tract 1997, Lots 1 through 57, inclusive, of Las Jollas de Rancho Grande in the City of Arroyo Grande. It is also known as Tract 1997, being a subdivision of Parcel 8 of PM 77-103, as recorded in Book 28 at page 85, in the City of Arroyo Grande, County of San Luis Obispo, State of California.

1.28 NATURAL GRADE
Natural Grade in the context of these guidelines, means the surface of the ground after subdivision improvements and tract grading is complete, but prior to any other grading or construction for a house, private driveway or accessory building.

1.29 RESPONSIBILITIES OF THE PROPERTY OWNER
R each Property Owner will be responsible for all activities and/or omissions of its consultants, contractors, subcontractors, suppliers and workmen in regard to the development of properties in Las Jollas
R each Property Owner is responsible for fully educating all participants in the project as to the guidelines and requirements of development within the Las Jollas Development
R all activities pursuant to development of a lot in Las Jollas shall be in accordance with all regulations of the City of Arroyo Grande, the Declaration, and this Design Manual; all required permits and approvals shall be obtained prior to any development within Las Jollas

1.30 WORK SCHEDULE
R construction activities shall be permitted between 7:00 A.M. to 6:00 P.M., Monday through Friday and 9:00 A.M. to 4:00 P.M. on Saturdays. No audible construction activity will be permitted at other times or on Sundays.
Welcome to Las Jollas de Rancho Grande Planned Development; and congratulations on your decision to purchase a new homesite in this spectacular subdivision!

1.1 MISSION STATEMENT

The Conditions of Approval for Las Jollas sets forth the requirement for the Developer (Declarant) to prepare "a design manual that establishes site design, architectural and landscaping guidelines (including use of drought resistant native California plants) to guide future development."

The intent of this Design Manual is to satisfy that requirement by encouraging planned improvements which are visually compatible with the oak woodland, savanna and hillside context of the development. Additionally, the Manual shall provide site, landscape and architecture guideline standards for new construction and revisions to existing homes. For your convenience, the Design Manual is organized into the following sections:

- SECTION 1--INTRODUCTION
- SECTION 2--SITE DESIGN & LANDSCAPE GUIDELINES
- SECTION 3--ARCHITECTURAL GUIDELINES
- SECTION 4--APPROVAL PROCESS
- APPENDIX
- FORMS
1.2 DEFINITIONS

1.21 CITY OF ARROYO GRANDE (City)

The City of Arroyo Grande has approved this Design Manual as a tool for implementing certain conditions of approval for Las Jollas as well as various mitigation measures. Other provisions have been added by the Declarant to enhance the long-term quality of the development. In addition to any approval process required by the Homeowner’s Association (HOA), the Community Development Director (formally known as the Planning Director), must find that each proposed improvement is in substantial compliance with this Design Manual.

Provisions have been made to allow realization of the requirements contained in this Design Manual under special circumstances in order to provide needed flexibility in dealing with unusual site conditions. In consideration of whether a project substantially complies with this Manual, the Community Development Director has considerable discretion and can take into account, special circumstances which may make the strict application of these provisions impractical and/or circumstances under which the intent of the Manual may be achieved through alternative methods. Even where deviations to particular requirements, exceptions to particular standards, or relaxation of particular guidelines are allowed during the design process, the Community Development Director must still determine that the plans substantially conform as a whole to the concepts and Intent of this Design Manual.

The Community Development Director shall have authority to grant deviations to requirements if doing so is necessary to ensure reasonable use of the property or if such deviations would reduce tree loss and/or grading on the property. Deviations from the building height limit shall require the Director’s specific findings that such a deviation will not significantly block views, cause problems with privacy or overlook onto adjacent properties and will result in better tree protection or less grading on the site. The Design Committee must initially approve and recommend any such deviation being sent to the Community Development Director.

Property Owner requests for deviations in order to insure guaranteed minimum building size will be reviewed by the Design Committee, the city’s Architectural Advisory Committee and be considered for approval by the Community Development Director. Deviations for fire sprinkler requirements will also be subject to the review and approval of the City Fire Chief.

1.22 DECLARANT

Shall mean and refer to OTTSE, INC., a California Corporation, and its successor and assigns if any...
SECTION 2-SITE & LANDSCAPE DESIGN

2.1 GUIDELINES & REQUIREMENTS

Although no one particular design theme or style is required, site and landscape designs are to demonstrate a sensitivity to the oak woodlands and surrounding hillsides. Proposed improvements should be designed to enhance the rural setting of Las Jollas.

The following topics, which include guideline recommendations and development requirements are presented in alphabetical order for the reader's convenience. Development requirements are preceded by an "R" and guideline recommendations are preceded by a "G"

2.11 BOUNDARY GUIDANCE MARKERS - when used, define property lines are generally located near property corners. Boundary guidance markers are not to be altered and moved without written permission of the Design Committee. Property Owners will be responsible for repairing or replacing Guidance Markers that are altered or damaged.

2.12 DRIVEWAYS AND GARAGES

R driveways are to be placed in accordance with City Standard 101AG while protecting existing live oaks

R in cases where driveways must exceed 15% slope, the house shall be installed with fire sprinklers as approved by the Fire Chief

R large expanses of paving are to be avoided; Property Owners are encouraged to consider dual use of paved areas, (e.g. backup areas, guest parking, etc.).

G Property Owners are encouraged to use paving bands, paving tiles, etc., in parking areas adjacent to main driveways

2.13 EROSION CONTROL

R section 7.1.13 of the City's Grading Ordinance shall be followed in order to control erosion and sedimentation

R new banks or slopes are to be covered with hydroseeding or ground cover. Irrigation shall be provided for such planted areas at least until the planting is established.

R all slope planting not achieving 75% coverage within the first year of planting and 100% within 18 months must be renewed annually
"plant palettes" for slope stabilization must provide for both short and long term slope stability
see Appendix "C" for a list of recommended plants for erosion control

2.14 FENCING - To preserve the rural character and open views to the oak woodlands in Las Jollas area,
view obstruction by fencing is to be minimized except for privacy screening, safety and pet enclosures. "Privacy fencing" refers to any vertical structure made of wood, masonry, stone, metal, etc., used to enclose an outdoor space or screen an area of view.

use of privacy fencing at the boundary of each site is to be minimized
privacy fencing may not enclose more than 20% of the total lot area
privacy fencing shall include 3 foot offsets every 30 lineal feet before continuing in the same direction
privacy fencing is not permitted in the front yard setback
privacy fencing is not to exceed six (6) feet in height
all designs and materials of fencing and walls must be compatible with the architectural style and materials of the home, neighboring lots and character of the surrounding improvements
chain link fence is prohibited
gates on privacy fences are to blend in with adjacent fence construction and/or be hidden from view
the further privacy fencing is from the house then the less it shall be allowed to be "visually" massive or opaque
boundary fencing at the discretion of the Design Committee, may be replaced by privacy fencing,
(provided the above requirements are met)
where possible, side yard fences should be a minimum of 6 feet from the house or the distance of the sideyard setback, whichever is smaller
privacy fencing is to be minimized so that street views to open spaces are maintained
alternatives to fencing, such as landscape design may be used where possible to minimize the need for fencing
examples of outdoor spaces that may require privacy fencing include spas, utility areas, swimming pools, narrow side yards, and rear yard activity areas
wire mesh animal screening is permitted on interior fencing
the layout of privacy fenced areas should be part of an overall design scheme or concept
HOA FENCING - Any extension, movement or replacement of Homeowners Association fencing is permitted only at the discretion of the Design Committee.
2.15 FUEL MODIFICATION
R all landscape plans are to conform to the Fuel Modification Plan (refer to the Declaration for the "Fuel Modification Program"); also see Fuel Modification Plan in Appendix B

2.16 GRADING
R during grading, all topsoil removed shall be stored onsite utilizing erosion control measures to protect it, and after completion of grading be redistributed on disturbed areas
R all banks or slopes shall be planted to aid in erosion control and irrigated as necessary to maintain growth
R all grading debris shall be removed and disposed of at an approved dump site prior to excavation or fill operations

2.17 GRADING, DRAINAGE AND SOILS
R the use of retaining walls is restricted to a coherent site design scheme
R each lot is to be certified by a qualified soils engineer prior to the commencement of any foundation work
R surface drainage shall not be indiscriminately discharged or discharged in a manner to create landslides and/or gullying
R surface drainage runoff shall be controlled and directed to existing drainage facilities
R drainage should not be allowed to pond within an oak tree’s drip line
R each Property Owner is responsible for preventing undue concentration or velocity of waters discharged onto neighboring properties; the Design Committee and the Public Works Director of the City of Arroyo Grande will have jurisdiction and final authority over all matters involving natural courses of drainage
R filling is discouraged; fill pads greater than two (2) feet above natural grade is prohibited (see definition)
R except strictly within the building footprint, cutting deeper than three (3) feet in depth into natural grade (see definition) is prohibited; exceptions may be granted for driveways if there is no practical alternative
R all topsoil shall be saved and stored onsite in a manner which controls dust and other erosion; after grading is complete, top soil is to be redistributed over all scarred areas and replanted
R if grading, filling, trenching, paving or construction within a drip line is unavoidable, mitigations recommended by a qualified arborist shall be implemented to ensure long-term viability of the tree
1.0' TREES
LIQUIDAMBAR STYRACIFLUA

PISTACIA CHINENSIS

QUERcus AGRIFOLIA

TRISTANIA CONFERTA

SHRUBS
ACACIA REDOLENS

ANISODONTEA X HYPOMANDARUM

ARCTOSTAPHYLOS DENSIFlORA 'HOWARD MOMINY'

ARTEMISIA SCHIDTIANA 'SILVER MOUND'

BACCHARIS PILULARIS 'PIGEON POINT'

CEANOTHUS 'CONCHA'

CEANOTHUS GRISSEUS HORIZONTALIS

CORREA PULCHELLA

2.18 HARDSCAPE
no street sidewalks are to be added that were not originally installed in the tract improvements
no paving or hardscape is permitted within the dripline of a tree without the permission of the Design Committee and Community Development Director
paving materials should reinforce the architectural character of the house
earth-tone colors are preferred
Property Owners are encouraged to use landscaping to soften hard edges of flatwork

2.19 LANDSCAPE & IRRIGATION
individual front yards must be landscaped within six (6) months of occupancy with approved planting and/or hardscape per requirements of this Design Manual
rear side yards shall be planted within the time frame required for erosion control, or if not necessary for erosion control, prior to occupancy, or within the time frame specified by a landscape security (bond), referenced in Section 4.66 of the Manual
plant materials should be arranged in diverse, non-uniform groups
landscape plans are to indicate the anticipated size and type of each landscape element
formal planting designs are restricted to courtyards and planting areas very close to the building; they shall not be used away from the building or the perimeter of the lot
selection and placement of trees should respect long range views of the surrounding neighbors
at least 75% of plant material must be drought tolerant
all non-irrigated hydroseeding shall be applied during or just prior to the rainy season (October-March)
planting areas must be covered with bark mulch (approximately 3" thick)
a maximum of 400 square feet of turf is allowed per lot
all irrigation schedules are to be adjusted quarterly; irrigation clocks are to be programmed to operate
during low water demand periods
R turf shall not be planted within the dripline of any existing oak trees
R no turf areas are to be used on slopes greater than 3:1 or 33%
R all domestic or non-native planting areas shall include permanent, automatic irrigation to ensure proper plant health
R all irrigation systems shall separate turf areas from shrub and ground cover areas as well as separate all planting according to orientation, exposure and slope
R all irrigation shall include back flow prevention per local ordinances
R all spray head systems shall be designed to have head to head coverage
R all irrigation schedules are to be adjusted quarterly; Irrigation clocks are to be programmed to operate during low water demand periods
R all irrigation systems are to be routinely adjusted to minimize runoff
R all irrigation systems shall include rain sensors and/or soil moisture sensors to regulate operation
R all irrigation systems around oak trees are to be adjusted to reduce any over spray and/or over watering
R pop-up irrigation heads are to be used along walks and hardscape
R all landscaping in open space setback areas shall be limited to native species
R all Property Owners shall use drip or other efficient irrigation to conserve water to the maximum extent feasible
R a detailed water conservation/water efficiency plan, which shall at a minimum incorporate the aforementioned features and those features listed in Section 2.31 Water Efficiency, must be submitted and subject to the approval of the Community Development Director and Building Official
G Property Owners are encouraged to consider water conservation systems such as the collection and redistribution of runoff or rainwater
G tall fescues are recommended
G planting may be used to assist in screening less desirable areas from view, (e.g. trash enclosures)
G careful consideration must be given to plant selection in transition areas to natural planting
G use of drought tolerant native California plants is encouraged (see Appendix for a list of recommended drought tolerant plants)

2.20 LANDSCAPE LIGHTING - Exterior lighting is to provide night security and enhance desirable site design elements.
R colored lighting is prohibited
a lighting plan is to be submitted for review by the Design Committee & the City Community Development Director
lighting shall be hooded and directed downward, it must not spill over on adjacent lots or be directed upward
glare from lighting, garish light fixtures and/or excessive lighting of outdoor spaces is not allowed
mounting lighting on top of structures generally will not be permitted
lighting is to be controlled as to not illuminate large areas or to project horizontally
Property Owners shall install all electrical work per PG&E's Energy Conservation Standards, if available
the use of low voltage landscape lighting is encouraged in planting areas
light fixtures are to be compatible with the architectural character of the development
decorative lighting should be concealed where possible

2.21 LANDSCAPE STRUCTURES - Landscape structures include decks, trellises, arbors, gazebos, children's, swingsets, slides, gymnastic apparatus, etc.
metal and plastics are prohibited as materials for landscape structures except for children's play apparatus provided they are not highly reflective
brightly colored play apparatus shall be screened from view of public streets and adjacent residences
no covered or enclosed structure shall be allowed within the setbacks of open space areas
benches, observation decks and spas may be permitted in the setbacks at the discretion of the Design Committee
landscape structures should either be stained naturally or in earth-tone colors

2.22 MAINTENANCE
landscape areas are to be properly maintained
all areas of the site are to be kept clear of debris, trash and noxious weeds
Property Owners are not to disturb oak woodland unless work is approved by the Design Committee
Property Owners are encouraged to establish annual paintings and water sealings for exposed wood
Property Owners are encouraged to promptly repair or replace broken landscape structures

2.23 MISCELLANEOUS GUIDELINES/REQUIREMENTS
site designs are encouraged to take advantage of passive solar gain and/or natural ventilation
Property Owners are encouraged to respect the privacy of neighboring properties when locating structures and/or equipment that might cause potential conflict including, but not limited to spa equipment and, children's play equipment, etc.

Property Owners are encouraged to take advantage of existing oak trees for privacy, shade, wind protection, focal point for patios or decks, etc.

Property Owners are encouraged to include crime prevention and security measures recommended by the Arroyo Grande Police Department whenever possible.

2.24 OAK TREE PROTECTION - The Community Development Director shall review the application for issuance of a permit to allow removing or pruning of any oak tree. Applications for tree removal or pruning must also be approved by the Design Committee, which shall make its recommendation to the Community Development Director. The Declarant shall retain a qualified nursery or arborist to plant, grow and make available for at least five years, oak trees from onsite acorns which can be used as replacements by lot owners for trees that must be removed. The developer may grow replacement trees onsite, in a location and manner recommended by a certified arborist. Please note that individual Property Owners may be subject to a penalty of up to $5,000 for the unauthorized removal or destruction of any oak tree with a trunk greater than 2" in diameter at ground level. Property Owners are responsible for coordinating with City staff for inspections in regard to oak tree protection measures prior to grading or construction. No separate permit for oak tree removal is required if the proposed removal is shown on house plans which have been approved by the Design Committee and the Community Development Director. After a certificate of occupancy has been issued for the Property Owner's lot, Property Owner must comply with Ordinance No.431 or any successor ordinance for tree protection requirements.

R on any lot that contains an oak tree over two inches in diameter, all construction, grading and filling shall avoid the drip lines of said trees, to the extent possible.

R no oak tree is to be pruned or altered in any way without the written permission of the Community Development Director and the Design Committee.

R if it is impractical to retain any tree with a trunk diameter greater than two inches, but less than six inches, the tree shall be dug carefully and boxed by an experienced company or individual approved by the Community Development Director, set aside and replanted in the same general area when filling or grading is complete, if deemed feasible by a certified arborist.

R if grading, filling, trenching, paving or construction within a dripline is unavoidable, mitigations recommended by a certified arborist shall be implemented to ensure the long term viability of the tree.

Avoid:
- Storing Vehicles, Supplies, etc. under tree dripline.
- Excessive foot traffic.
- Chemicals

Do not allow equipment, vehicles or materials to be stored under the tree.
Example of parallel retaining walls

2.25 RETAINING & FOUNDATION WALLS

In general, side yard setbacks shall be 10 percent of the width of the lot, but in no case shall they be required to exceed 10 feet. Rear yard set backs shall be 20 percent of the depth, but not more than 25 feet required. For all structures, the exception of minor improvements such as benches, observation decks and spa, 2 foot landscaping strip between walls within the building footprint may exceed four feet if the exterior exposure is greater than four feet. Black retaining walls are prohibited, unless completely covered by stucco or other approved finishes.

2.26 SETBACKS (See Appendix A for complete Setback Diagrams)

No machine trenching shall be allowed within a tree's drip line. No parking of vehicles or equipment shall be permitted within five (5) feet of the drip line of trees designated to remain. A division of trees designated to remain and the Community Development Director, that the tree is unmovable or the use of all, slender posts or columns, with or without cross bracing, is prohibited. In the event of severe wind exposure, placement of trees on 15 gallon size or larger and two seedlings (preferably from the same stock) to the extent possible. The location of the fence shall be five (5) feet beyond the drip line of the tree to the drip line of the tree. If the site is less than or equal to one (1) gallon size, one (1) seedling, not to exceed 6" (15 cm) in diameter at ground level, shall be replaced with three (3) replacement trees one (1) gallon size or larger and two seedlings (preferably from the same stock) to the extent possible. The location of the fence shall be five (5) feet beyond the drip line of the tree to the drip line of the tree. If the site is less than or equal to one (1) gallon size, one (1) seedling, not to exceed 6" (15 cm) in diameter at ground level, shall be replaced with three (3) replacement trees one (1) gallon size or larger and two seedlings (preferably from the same stock) to the extent possible.
setback shall be limited to native species; this setback shall not apply to side yards of lots along narrow extensions of the easements which extend between lots and are intended for drainage and/or access

R no covered or enclosed structures are permitted in setbacks except minor improvements such as benches, observation decks or spas; no such permitted structure shall extend above any oak canopy nor shall it extend closer than 10 feet to any oak tree canopy

R in cases where the front yard setback is reduced, the garage floor area shall not exceed 500 square feet (see next guideline)

G on lots with an average slope of 12% or greater or in cases where in the judgement of the Community Development Director cutting, filling or tree loss can be reduced, the streetyard setback for a garage may be reduced to five (5) feet; the usual setback, however, shall apply to the main structure

G Property Owners are encouraged to vary their setback distance from the front property line with those setbacks of the neighboring houses

2.27 SCREENING
R use of solar equipment is encouraged, however piping and equipment is to be screened
R Property Owners are required to respect all setbacks when using screening methods

2.28 SITE ART & SCULPTURE
R the use of large, bold or highly visible art is prohibited
R art and sculpture which is subtle in nature may be permitted subject to review of the Design Committee
G plastic or plaster facsimiles of human, animal or plant figures are discouraged and if used must be confined to the rear yards and screened from view to adjacent properties

2.29 SOILS TEST - Property Owners are encouraged to secure the services of a qualified soils engineer for site improvements such as retaining walls or structural additions to the primary residence including if applicable foundation bearing values, location of water table, at-rest pressure and any other soils related information pertinent to the supplemental development of the site.

2.30 VIEW CORRIDORS
R impacts to neighboring view corridors should be considered in siting structures or landscape elements (see example to the right)
2.31 WATER EFFICIENCY

R pressure reducing valves shall be used to maintain an overall pressure of 50 psi or less

R low flow fixtures with 2.5 g.p.m for faucets and 1.5 g.p.m (1.6 g.p.m) for toilets are required

R building designs should maximize water efficiency (e.g., short distances from water heaters to water outlets)

G schemes for using gray water are encouraged; check with the County Health Department

Design Professionals can help the Property Owners understand the building process
3.1 GUIDELINES & REQUIREMENTS

The intent of the manual is to encourage buildings which are visually compatible with the oak woodland, savanna and hillside context of the tract. Houses should not over power or dominate their sites. In general, houses should not extend over or above oak tree canopies on their sites or nearby. The size, orientation, materials, colors and design of houses should strive to blend or harmonize with the setting.

Other guiding principals should be site and building design which contributes toward a rural ambience or character and which affords privacy and separation among the homes.

To the greatest extent practical, grading should be minimized and oak trees, native shrubs and special status plant species shall be protected.

Architects, engineers and design professionals are strongly encouraged to develop site and building improvements that preserve the natural amenities offered by the Las Jollas Development. Each Property Owner and its engineering or design consultants are responsible for a complete review and understanding of the City of Arroyo Grande's zoning laws, conditions of approval for Las Jollas de Rancho Grande, as well as the requirements/guidelines of this Design Manual and the Declaration. For information on City, County and State regulations contact the City of Arroyo Grande's Community Development Department at 805-473-5420 or the Building Department at 805-473-5450.

Each Property Owner should work carefully with their architect in proposing improvements that satisfy the development requirements as well as providing a style of architecture that is best suited to the specific demands of the proposed site. Property Owners are encouraged to maintain simple, clean designs where possible, suggesting an easy, informal architectural style. The overall form and mass of the house design are to demonstrate a sensitivity to the oak woodlands, natural settings and adjacent improvements. Designers are encouraged to incorporate the following building design elements:

- projections, terracing, recesses and roof overhangs
- vertical and horizontal articulation
- concealment of tall, slender posts or columns
- recessed or pronounced entrances
- 24"-30" minimum overhangs at the eaves and 12"-18" at the rake edges
- form and color uniformity in roofing material
- porches

Lot Size:
16,500 square feet

Max. building size = 3,825
Min. guaranteed size = 3,290

Use the lot size to determine maximum building size and the minimum guaranteed building size.
Exposed pole supports such as these, are prohibited.

- use of garden walls, balconies, arbors, trellis structures as part of overall landscape design

The following topics, which include guideline recommendations and development requirements are presented in alphabetical order for the reader's convenience. Development requirements are preceded by an "R" and guideline recommendations are preceded by a "G".

3.11 BUILDING SIZE - Building size is synonymous with gross floor area; the building size or floor area, as used in this Design Manual includes the gross floor area of all covered and enclosed structures on a site either attached or detached except for a two car garage not greater than 500 s.f.; any portion of a garage larger than 500 s.f. shall be included in the building size calculations.

3.111 MAXIMUM BUILDING SIZE - The maximum allowable floor area for each lot shall be determined using the following criteria:

1. If the area of the lot is less than or equal to 10,000 square feet, the maximum building area shall be given by:

   \[
   \text{Maximum Building Size} = (\text{Lot Size} - 6,000) \times (0.275) + 2,400 \text{ square feet}
   \]

2. If the area of the lot is greater than 10,000 s.f., but less than or equal to 20,000 s.f., the maximum building size will be calculated as follows:

   \[
   \text{Maximum Building Size} = (\text{Lot size} - 10,000) \times (0.05) + 3,500 \text{ s.f.}
   \]

3. If the area of the lot is greater than 20,000 square feet, the maximum building size shall be determined by:

   \[
   \text{Maximum Building Size} = (\text{Lot size} - 20,000) \times (0.04) + 4,000 \text{ s.f.}, \text{ but in no case shall any building size exceed 6,000 square feet.}
   \]

Example: Calculate the maximum building area given a lot of 16,500 s.f.

\[
\begin{align*}
\text{Maximum Building Size} &= (\text{Lot size} - 10,000) \times (0.05) + 3,500 \\
&= (16,500 - 10,000) \times (0.05) + 3,500 \\
&= (6,500 \times 0.05) + 3,500 \\
&= 325 + 3,500 \\
&= 3,825 \text{ square feet maximum building size}
\end{align*}
\]
3.112 MINIMUM BUILDING SIZE/GUARANTEED - A guaranteed minimum allowable building size is established as being 86% of the maximum allowable buildable size. Each Property Owner is not required to build a structure as large as the guaranteed minimum floor area allowed by the formula. The guaranteed minimum floor area is the minimum building size that must be allowed by the Design Committee and the City of Arroyo Grande for the lot determined.

Example: Given a lot of 16,500 s.f., determine the minimum guaranteed floor area.
Minimum Guaranteed Building Size = 0.86 x maximum building size
= 0.86 x 3,825 square feet = 3,289.5 square feet

If the guaranteed minimum building size cannot reasonably be achieved, because of the site characteristics and constraints, deviations to one or more of the design requirements shall be determined by the Community Development Director based on recommendations from the Design Committee and reviewed by the City's Architectural Advisory Committee. All deviations allowed by the Design Committee and the Community Development Director for the purpose of achieving the Guaranteed Minimum Building Size must be documented. Each deviation approval must:
1) be in writing,
2) contain a statement of the need for the deviation,
3) describe the deviation granted and the extent to which it is granted,
4) state any conditions to the granting of the deviation,
5) be signed by the Community Development Director on behalf of the City and signed by an authorized representative of the Design Committee.

An original of the signed deviation shall be kept in the Committee's permanent file. In general, the following descending priority shall be considered when analyzing options for deviations and exceptions:
1) setbacks,
2) encroachment into oak tree drip lines, provided that the mitigation recommended by a qualified arborist are implemented so that such encroachment will still enable the long-term viability of the tree,
3) removal of isolated oak trees if mitigated with a three-to-one replacement,
4) height limit

Outdoor storage of recreational vehicles, boats, motorcycles is not permitted

Such vehicles must be stored in covered or enclosed structures
3.12 BUILDING MASSING, FORM AND DETAIL
R the use of mansard roofs, geodesic domes, A-frames, flat roofs and highly reflective surfaces are not permitted
R banners, flag poles, weather vanes, windmills, wind activated roof vents, large bird houses, tree houses etc., are not permitted
R stained and/or etched glazing may be used as an accent element only
R detached structures are allowed at the discretion of the Design Committee, however guest houses, granny units and potential secondary units are not permitted
R plumbing is prohibited in any detached structure except for greenhouses, pool cabanas or unenclosed areas
R outdoor storage of recreational vehicles, boats, motorcycles is not permitted; such vehicles must be stored in covered or enclosed structures
R garages on steeply sloping lots may be allowed to have reduced front yard setbacks (see Guidelines under "Setbacks" Section 2.26)

3.13 BUILDING SECURITY
R exterior doors may not be hollow core
R front and rear entry doors are to be well lit
R exterior lighting should be controlled from within the house
R door and window locking devices shall not hinder emergency exiting; non-removable bars or ornamental iron on windows and doors are not permitted
R address numbers must be clearly visible from the street at all times and be four (4) inch minimum in height with contrasting colors
R front doors should have 180 degree "Peep Hole"
G Property Owners are encouraged to include crime prevention and security measures recommended by the Arroyo Grande Police Department whenever possible.

3.14 COLORS - refer to "Appendix E" for approved Color Ranges
R red, orange or other light colored roofs are prohibited
G earth-tone colors are preferred including browns, tans, straw, greys and dark greens; darker colors are preferred to lighter colors especially for roofing materials
3.15 DETACHED STRUCTURES - Detached structures shall not exceed fourteen (14) feet in height above the average natural grade of their footprints.

3.16 EXPOSED POLE SUPPORTS - exposed pole-type supports for decks or other structures greater than four (4) feet (see diagram page 12) in height above finished grade are prohibited unless covered with an approved screen (e.g. wood lattice) (balconies covering usable patios or decks are excluded subject to review by the Design Committee)

3.17 EXTERIOR PRODUCTS, FINISHES AND MATERIALS
- manufactured siding (e.g. vinyl, clad, etc.), will be permitted at the discretion of the Design Committee
- all roofing materials must be noncombustible; wooden shakes are not permitted
- reflective glazed tiles, tar and gravel, rock, fiberglass, metal shingles or metal tiles are not permitted
- flat asphalt shingles are not permitted
- roof pitches are to be at least 4:12 but not greater than 8:12; flat roofs are not permitted
- silver or gold metal frames, large unbroken expanses of glazing and reflective glass are not permitted
- exterior colors are to be earth-tone such as brown, tan, green, etc.; schemes are to be limited to three (3) or fewer colors unless otherwise approved by the Design Committee
- combed or deep relief stucco finishes are to be used only with the written approval of the Design Committee
- sliding glass doors and/or windows are to be anodized or painted unless provided with a factory finish
tinted glass can be used at the discretion of the Design Committee
- exterior color schemes are to be approved by the Design Committee
- large expanses of light colored stucco are to be discouraged
- brick, stone, wood siding, board on board, board and battens, and split face block are preferred
- window proportions should favor the height dimension
- unglazed concrete, clay, slate, and dimensional asphalt shingles roofing are preferred roofing materials
- roof material should be darker, non-reflective colors and surfaces
- flat skylights that are integrated into the roof surface are preferred
- wood, metal, high quality vinyl or metal clad windows with divided lites and clear glazing is preferred
- true divided-lite glazing and external Mullions are preferred to internal Mullions

Keeping the jobsite clean prevents accidents
3.18 FIRE HAZARD PROTECTION
- the construction site shall be kept free of fire hazards as outlined in City of Arroyo Grande’s Ordinance No. 394 C.S.
- no burning of construction materials is allowed
- the emergency phone number of the Fire Department is to be posted near all site telephones

3.19 FIRE SPRINKLER REQUIREMENT - Any lots accessed by roads that are less than 32 feet curb-to-curb, located in flag lots or houses accessed by driveways steeper than 15% shall be constructed with automatic fire sprinkler systems, and be subject to approval and testing by the Fire Chief.

3.20 GENERAL CONSTRUCTION CONDITIONS
- temporary restroom/sanitation facilities shall be on the jobsite and maintained until finish of all construction per City of Arroyo Grande Ordinance No. 393 C.S.
- radio sound is not to be audible beyond the Property Owner’s lot
- dogs belonging to workman are to be confined to vehicles or tied up on the Property Owner’s lot
- dust is to be controlled throughout construction
- construction sites shall be kept neat and clean at all times
- construction debris and/or dirt on offsite improvements (e.g. roads, sidewalks) adjacent to the construction sites are to be cleaned daily
- storage of materials, equipment or vehicles shall be restricted to the lot under construction unless written permission is given; nothing is to be stored in common area without written permission
- individual Property Owners are responsible for repair/replacing any landscaping, fencing, monuments or boundary guidance markers which are damaged, removed or destroyed as a result of construction
- one job sign not exceeding 24 square feet is permitted during construction on which architect, general contractor, subcontractors, suppliers and/or construction lenders are designated
- a single sign not to exceed 6 square feet advertising the Property Owner’s intent to sell or rent is permitted; unauthorized signs will be removed at the Design Committee’s discretion
R Declarant may display multiple signs of any size (e.g. for sale, grand opening)

3.21 MANUFACTURER - Indicate manufacturers or models where known, including windows, doors, skylights, etc., on the design and construction documents; samples may be required

3.22 MAXIMUM ALLOWABLE HEIGHT - The maximum allowable height for each of Lots 7-14, inclusive, 36-40, inclusive, 44-49, inclusive shall be nineteen (19) feet measured parallel from the natural grade. Property Owners may apply for a deviation to the height limit to allow buildings higher than the stated limitation upon approval by the Design Committee and review and approval by the City’s Architectural Advisory Committee. Deviations will not be permitted that significantly block views or unduly disturb privacy.

The maximum height for residences of all lots except those previously listed shall be twenty-seven (27) feet measured parallel from the natural grade. The height shall be measured, for all lots, parallel to the natural grade covered by the building footprint, excluding eave overhangs.

In addition to stated height limits, no single vertical wall plane or aggregate of vertical wall planes may exceed 16 feet in height unless offset by 8 foot setback. Pitched roofs that do not exceed the overall height limit may be permitted in this setback. No detached structure or garage may exceed a height of 14 feet above natural grade except when architecturally desirable to coordinate roof lines, roof pitches, etc.

3.23 MECHANICAL EQUIPMENT AND UTILITIES
R all utility lines are to be underground in accordance with the agency governing the utility
R all flashing, sheet metal, vents and pipe stacks are to be painted to match the adjacent wall or roof material
R all ducts, meters, air conditioning equipment and all other mechanical equipment, whether on the ground or elsewhere shall be screened from public view with materials architecturally compatible with the main structure; gas and electrical meters are to be completely screened from public view
R all mechanical equipment is to be located in such manner that noise emanating from it will not be perceptible at or beyond the property line
R home designs shall use PG&E Energy Conservation Standards (if available)
G common trenches are to be used where feasible
3.24 SATELLITE DISH ANTENNAE
R Satellite dish antennas are prohibited in front setbacks
R Satellite dish antennas are not to exceed 36" in diameter and are to be screened so as not to be visible from public or private roads.

3.25 SEISMIC DESIGN - As per the Environmental Impact Report for the Rancho Grande Subdivision dated January 1991 prepared for the City of Arroyo Grande, all structures are required to be designed for a peak bedrock acceleration of 0.28g from an 8.25 maximum probable earthquake. If the earthquake regulations of the Uniform Building Code are used for structural design considerations, the site should be assigned a Seismic Zone Factor (Z) of 0.40 and a Site Coefficient (S) factor of 1.0 in accordance with Table No. 23-1 and 23-J of Chapter 23 (1988 Edition). PLEASE NOTE IT IS THE PROPERTY OWNER'S RESPONSIBILITY TO INSURE THAT ALL HOMES ARE DESIGNED AND INSPECTED BY A LICENSED, QUALIFIED ENGINEER.

3.26 SCREENING
R poles for decks must be concealed if greater than 4' above grade
R landscape berms and open lattice work is not permitted
R all mechanical equipment is to be screened visually and acoustically from public areas and neighboring properties
R gas and electric meters are to be screened from public view but accessible
R trash enclosures are to be screened from public view

3.27 SOILS AND GEOLOGY REPORT-The following reports and recommendations are incorporated herein by this reference shall be implemented during all phases of the subdivision and individual lot construction:

3.28 SOLID WASTE
G where possible, Property Owners are encouraged to separate wood by-products from other construction waste and salvage for biomass conversion
SECTION 4-APPROVAL PROCESS

4.1 DOCUMENTS to be SUBMITTED for DESIGN REVIEW

Prior to each Property Owner developing construction documents for its proposed improvement(s), design documents are to be submitted to the Design Committee for approval (see Section 4.2 - “Approval Process for Property Owners” diagram).

All information submitted is to be presented on 24" x 36" wide drawing sheets with a 1" minimum border on the left margin and 1/2" border on the remaining margins. Each drawing sheet is to have a title block with the tract and lot number, Property Owner’s name and telephone number, preparer’s signature, sheet title, date of preparation and bound on the left side. All plan view drawings are to include a North arrow.

Improvements and/or modifications to existing lots and/or homes must be approved by the Design Committee and conform to the guidelines of this Design Manual. In general, each Property Owner is required to complete the following steps in securing a building permit for major/minor development to its property:

1) approval by the Design Committee of the submittal in regard to the proposed improvement,
2) a written finding from the Community Development Director that the Property Owner’s design is in substantial conformance with the Design Manual and tract conditions and mitigations
3) approval by the Design Committee of the Property Owner’s Construction Document Submittal and,
4) a building permit issued by the City of Arroyo Grande’s Building Department (if the scope of the Improvement requires a building permit).

Property Owners and/or their agents are strongly encouraged to attend one or more informal meetings with the Design Committee in order to discuss design concepts, clarify requirements, and facilitate clear communication between the Property Owner and the Committee prior to the Property Owner’s investing in

Las Jollas de Rancho Grande • Arroyo Grande, CA
### Approval Process for Property Owners

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>The Property Owner submits Design Submittal Form along with design documents (see &quot;Documents Used in the Application Process&quot; in Section 3.1) to the Design Committee for review.</td>
</tr>
<tr>
<td>#2</td>
<td>Within 15 days Property Owner will be notified if submittal is complete. If incomplete, a hearing will be scheduled within the next 30 days. If not complete, Property Owner will be advised of what is needed to complete the application.</td>
</tr>
<tr>
<td>#3</td>
<td>The Design Committee notifies neighboring Property Owners no less than 14 days prior to the scheduled Design Committee meeting; 7 days prior to the hearing, the proposed building corners are to be staked on the Property Owner’s property for review by the Design Committee.</td>
</tr>
<tr>
<td>#4</td>
<td>On or before the scheduled hearing, the Community Development Director will forward its comments to be included in the Design Committee review.</td>
</tr>
<tr>
<td>#5</td>
<td>The Design Committee meets with the Property Owner to review the Design Submittal. The hearing can result in an approval, an approval with conditions, or disapproval.</td>
</tr>
<tr>
<td>#6</td>
<td>The Committee's review is subject to the approval of the Community Development Director.</td>
</tr>
<tr>
<td>#7</td>
<td>Once the Design Submittal has been approved, the Property Owner proceeds to the construction document phase of the project. The Property Owner will submit the position of the Design Committee to the HOA or the position of the Development Director to the City Council.</td>
</tr>
<tr>
<td>#8</td>
<td>When the construction documents are completed by the Property Owner, these (3) copies are to be submitted to the Design Committee with the &quot;Construction Document Submittal&quot; form. Once the submittal is verified to be in compliance with the design approval, two (2) copies will be forwarded to the City for review and approval by the Community Development Department. When the City has completed its review, and (1) stamped set will be returned to the Property Owner and one (1) set will be held by the City for inspection compliance.</td>
</tr>
<tr>
<td>#9</td>
<td>Once the Building Permit has been issued and the signed &quot;Construction Agreement&quot; form has been submitted to the Design Committee, the construction phase can begin.</td>
</tr>
<tr>
<td>#10</td>
<td>Landscape and irrigation improvements are installed or a security is posted with the City.</td>
</tr>
<tr>
<td>#11</td>
<td>At the completion of construction, the Property Owner is required to submit the &quot;Notice of Completion&quot; form to the Design Committee prior to the final building inspection.</td>
</tr>
</tbody>
</table>

Architectural, engineering and landscape, irrigation plans or studies. Informal conferences are generally held just prior to the regular meetings of the Committee. No formal submittal is required and no particular format for plans need be used, except that a copy of the Topographical Map of the lot must be brought to the meeting if design questions which are specific to the Property Owner's lot are to be discussed. The Property Owner should understand that these meetings are of general direction only. They are informal and unofficial, however the goal of these meetings is to establish a team oriented approach in achieving the requirements of this manual.

At any time during the supplemental review process, the Property Owner may request a reconsideration of design issues. If the Design Committee fails to render a new decision, the Property Owner may (within 30 days), file a written appeal to the Board of Directors of the HOA. Such appeal are governed by the provisions of the Declaration. No person other than the Property Owner or Declarant may appeal a decision of the Committee. The Property Owner will be notified in writing, of the date, time and place the appeal will be heard by the Board of Directors.

The minimum information submitted to the Design Committee for Design Review/Approval includes a completed Design Submittal Form, Application Fee and other materials as listed in "Form A" at the end of this section.

### 4.2 Design Submittal Review

When design documents are ready for review by the Design Committee, a Design Submittal Application, Design Fee and three (3) sets of the completed design documents are to be submitted to a designated Design Committee representative in exchange for a signed, dated receipt for the submittal. Within 15 days of receipt of the submittal, the Design Committee representative will determine if the submittal is complete. If the submittal is complete, the Property Owner will be notified in writing. If the submittal is not complete, the Property Owner will be notified in writing and advised as to what information is lacking.

Once the Design Submittal has been determined to be complete, the sequence of events leading to an approved design can be summarized as follows (see diagrams in margins):

1. Design Committee reviews submittal and forwards one copy to the Community Development Director;
2. A Design Committee hearing is set for no more than 30 days after determination of completeness of
submittal;

3) The neighboring Property Owners are to be notified of pending review hearing; neighboring lots include properties which are contiguous, lots fronting the proposed property and any other lot in the opinion of the Design Committee would be affected; notices must be sent no less than fourteen (14) days prior to the date of hearing; notice of pending hearing will also be posted in a conspicuous place plus a copy of the submittal will be kept at the Design Committee office for review;

4) At least seven (7) days prior to the date of the proposed hearing, the location of the major building corners are to be site staked on the lot according to the Design Submittal (include additional detail at any oak tree e.g. decks, patios, etc.);

5) On or before the scheduled Design Committee hearing, the Community Development Director will forward its comments to be included in the Design Document review; The Director will make its best attempt to provide its comments no later than the noticed meeting;

6) The Design Review Hearing will be coordinated by the Design Committee representative and attended by the Design Committee and Property Owner; Design Review Hearings result in a) an approval, b) an approval with conditions, c) or be disapproved; Submittals with conditions are considered approved once they meet the required conditions;

7) The Committee’s approval is subject to the final review and approval of the Community Development Director

In the event that a Design Submittal is not approved, the Community Development Director will clearly state the basis for the disapproval. If the Property Owner believes it can not make revisions which will satisfy both the Committee and the Community Development Director, the Property Owner may request a meeting between the Property Owner, the Community Development Director and Committee Representatives to work out an acceptable compromise. The Property Owner may appeal the determination of the Design Committee to the Homeowners’ Association or the determination of the Community Development Director to the City Council. In the event of conflict over restrictions in regard to guaranteed minimum building area, the matter shall be determined at the discretion of the Community Development Director.

Once both the Design Committee and the Community Development Director have approved the Design Submittal and they have stamped a copy approved by the Design Committee, the Property Owner may proceed to the Construction Document phase of the approval process. Approval of a Design Submittal shall remain in force for one year and may be extended, upon written application to the Design Committee, in 6 month increments.

ITEMS TO BE INCLUDED ON
SAMPLE COLOR AND MATERIAL BOARDS

☐ Manufacturer’s Brochure Photo Samples for:
   Roofing
   Exterior Tiles
   Blocks
   Other Materials

☐ Samples of Finish Materials and Colors for:
   Doors
   Door Trim
   Window Frames
   Other

☐ Additional Requirements:
   Maximum size: 8 1/2" x 14"
   Submit two copies
4.3 CONSTRUCTION SUBMITTAL REVIEW

When the Construction Document Submittal is complete, the Property Owner can proceed with a formal submittal to the Design Committee. A Construction Document Submittal Form, Construction Agreement Form and three (3) complete sets of Construction Documents are then submitted to the Design Committee Representative in exchange for a signed, dated receipt for the submittal. If the Construction Documents are in conformance with the Design Documents as previously approved by the Design Committee, then the Property Owner will be notified in writing. If the submittal is not complete, the Property Owner will be notified in writing and advised as to what is lacking from the submittal. Approval of a Construction Document Submittal shall remain in force for one year, but may be extended, upon written application from the Committee, in 6 month increments (see the "Approval Process for Property Owners").

The minimum information required for review under the Construction Document phase of the work includes the final or completed form of the drawings submitted for Design Approval (including finish and material samples) in addition to the information listed on "Form B" at the end of this section.

4.4 PROJECT SUBMITTALS for MINOR IMPROVEMENTS

This simplified procedure exists for obtaining Design Committee approval (Declarant exempt) for minor improvements. Once the improvements have been defined, the Property Owner should contact the Design Committee for an informal review to determine if the improvements are "minor". To qualify for a "minor" approval, the Community Development Director must concur. If either the Design Committee or the Community Development Director feels that a proposed improvement does not qualify, then the work will be classified as "major" and a Design Submittal will be required.

A minor project does not require a "Design Submittal" or a "Construction Document Submittal". It does require the submittal of a "Minor Project Submittal Application" which includes the following support material:

- color and materials board
- site and building photos
- dimensioned drawings
- product information
• Arborist's report (if improvement affects an oak tree)
  The actual requirements of the submittal will vary depending upon the nature and size of the proposed improvement. The Property Owner should check in advance with the Committee as to what the actual requirements will be for its Project Submittal.

4.5 APPLICATION FORMS
The forms provided in this section include the following:

Form A- DESIGN SUBMITTAL (Section 4.1)

Form B- CONSTRUCTION DOCUMENT SUBMITTAL (Section 4.3)
  • Application forms A & B are to be used when submitting the site/building design and construction documents respectively.

Form C- MINOR PROJECT SUBMITTAL APPLICATION (Section 4.4)
  • Application Form C is used for minor improvements.

Form D- ADDENDA APPLICATION
  • Application Form D is for revisions to an existing application.

Form E- CONSTRUCTION AGREEMENT
  • Application Form E is to be part of the construction document submittal for both major and minor projects.

Form F- NOTICE OF COMPLETION
  • Application Form F or Notice of Completion is to be submitted upon the completion of the approved work and prior to the Final Inspection by the Design Committee's representative.

Within 30 days after receipt by the Design Committee of the Property Owner's Notice of Completion, the Design Committee Representative will inspect the completed project for compliance. If the project
4.6 MISCELLANEOUS APPROVAL PROCESS INFORMATION

The following topics, which include guideline recommendations and development requirements are presented in alphabetical order for the reader's convenience.

4.61 COMPLETION OF CONSTRUCTION

Upon completion of any work or modification governed by the Design Manual, the Property Owner is responsible for submitting a Notice of Completion, stating the date of completion to the Design Committee.

4.62 COMMUNITY DEVELOPMENT DIRECTOR—After review by the Design Committee and before the issuance of a building permit, the Community Development Director shall review the site plan, preliminary grading plan, lighting plan, elevations, colors and materials of proposed improvements for "substantial compliance" with this Design Manual, tract mitigations and conditions of approval.

4.63 DOCUMENTS USED in the APPLICATION PROCESS (see diagram on page 22)

1) "Design Submittal" Form—submitted at the time the design is complete for major improvements
2) "Construction Document Submittal" Form—submitted at the time that construction documents are complete for major improvements
3) "Minor Project Submittal Application"—submitted at the time minor improvements (e.g. kiosk, deck, trellis, etc.), are designed; this Form is used in place of the "Design Submittal" and "Construction Document Submittal" Forms.
4) "Addenda Application"—submitted at the time supplement(s) to an existing application is desired
5) "Construction Agreement" Form—shall be part of the "Construction Document Submittal" for major improvements or the Minor Project Submittal Form"  
6) "Notice of Completion" Form— a Construction compliance letter submitted at completion of construction.

4.64 CONSTRUCTION COMPLIANCE LETTER—When the Design Committee finds that the construction has been completed in conformance with the approved plans, it shall execute and deliver to the Property Owner two completed Construction Compliance letters; a third copy will be delivered to the City of Arroyo.
Grande Building Department and a fourth copy kept in the Design Committee's file. The City will not issue a Certificate of Occupancy until it has received an approved copy of the Construction Compliance letter.

If the Committee finds that the improvements are not in conformance with the Property Owner's approved plans, then (within 30 days), a written "Notice of Noncompliance" will be issued describing the deficiencies and corrective measures. If the corrections are not made in a timely manner, the Design Committee may exercise the enforcement rights and remedies as set forth in the Declaration.

4.65 INSPECTIONS DURING CONSTRUCTION - The Design Committee may, at its own discretion, make periodic inspections during the construction phase to verify compliance with the approved design plans. Each Property Owner is required to comply with the standards of this Design Manual. Any construction that is not in compliance with the approved plans may result in work stoppage. A copy of any inspection identifying noncomplying elements will be forwarded to the City of Arroyo Grande Building Department with an original being retained by the Design Committee. Property Owners should refer to the Declaration for remedies available to them if work is found to be nonconforming.

The City of Arroyo Grande will conduct its own inspections to monitor compliance with the City codes and regulations. These inspections are conducted independent of any Design Committee inspections.

4.66 LANDSCAPE COMPLIANCE - Landscaping is a Property Owner initiated improvement requiring Design Committee's approval under the guidelines and requirements of this Design Manual. A Construction Compliance letter shall not be issued for any new residence, unless installation has been completed as of the date stated in the Property Owner's Notice of Completion Form or unless an adequate security has been provided to the City of Arroyo Grande for the completion of the approved landscaping.

4.67 MODIFICATIONS TO THE APPROVED PLANS

Property Owners shall make any modification to an approved plan without written approval by the Design Committee.

4.68 PISMO CLARKIA PROTECTION PROCESS - The Pismo Clarkia is an endangered plant native to the project, which has been designated as a habitat preserve. The written "Clarkia Protection Plan", dated December 19, 1991 and the "Oak Tree and Clarkia Protection Plan" approved by the City of Arroyo Grande on October 28, 1992 have been prepared as a method of advising Property Owners of the Clarkia Habitat Preserve.
Prior to any construction, the Property Owner should obtain a copy of both of the aforementioned documents, and adhere to the requirements described.

Prior to grading, the Property Owner shall retain a qualified biologist approved by the Community Development Director, to monitor the Clarkia protection measures as outlined in the aforementioned documents.

Note: The aforementioned documents are available from the Design Committee.

4.69 SCHEDULES - The use of schedules in the plans are encouraged. Schedules list pertinent information (size, shape, colors, etc.) about items such as doors, windows, hardware, finish materials, lighting, plant materials, etc.
INDEX TO APPENDIX

appendix A - setback diagrams
appendix B - fuel modification plans & details
appendix C - drought tolerant plants
appendix D - oak tree care & maintenance
appendix E - approved color ranges
appendix a - setback diagrams

LEGEND

- = Building Setback Lines

10 = Setback Distance from Lotline (in feet)

12% = Lots shown herein with an average slope of 12% or greater, or in cases where, in the judgment of the Planning Director, cutting, filling or tree loss can be reduced, the street yard setback for a garage may be reduced to five feet. However, the usual setback shall apply to the main structure.

Setback Diagram

TRACT 1997
LAS JOLLAS DE RANCHO GRANDE
In the City of Arroyo Grande

Being a subdivision of Parcel 8 of
77 FM 103 as recorded in Book 28
of Parcel Maps of Page 85 in the
City of Arroyo Grande, County of
San Luis Obispo, State of California
Las Jollas de Rancho Grande • Arroyo Grande, CA
Appendix A - Setback Diagrams

Setback Diagram
TRACT 1997
LAS JOLLAS de RANCHO GRANDE
In the City of Arroyo Grande
Being a subdivision of Parcel 6 of
77 Plat 102 as recorded in Book 38
of Parcel Maps at Page 85 in the
City of Arroyo Grande, County of
San Luis Obispo, State of California

Las Jollas de Rancho Grande • Arroyo Grande, CA
appendix b - fuel modification plan

BEFORE

- UNDISTURBED NATIVE VEGETATION
- NOTES
  - TREE LIMBS TOO CLOSE TO GROUND (CREATES FUEL LADDER)
  - SHRUBS AND GRASSES TOO HIGH AND CLOSE TO TREES
  - BUILD-UP OF LEAF LITTER AND DEAD PLANT MATERIAL
  - LANDSCAPING WITH IRRIGATION PER DESIGN GUIDELINES

RESIDENCE

- LOT LINE
- OPEN SPACE
- ZONE 3
- ZONE 2
- ZONE 1
- 50' TYP.
- 20' TYP.
- VARIES

AFTER

- UNDISTURBED NATIVE VEGETATION
- NOTES
  - IN ZONE 2, ONLY NATIVE FIRE-RESISTANT PLANTS SHALL BE INSTALLED.
  - IN ZONE 2, WEEDWHIP GRASSES YEARLY
  - ZONES 2 AND 3 SHALL HAVE SELECTIVE PRUNING AND THINNING OF NATIVE VEGETATION.
  - ZONES 2 AND 3 SHALL HAVE SELECTIVE REMOVAL OF DEAD PLANT MATERIAL AND HEAVY TREE LITTER.
  - ZONES 1 AND 2 SHALL HAVE LANDSCAPING WITH IRRIGATION PER DESIGN GUIDELINES.

RESIDENCE

- LOT LINE
- OPEN SPACE
- ZONE 3
- ZONE 2
- ZONE 1
- 50' TYP.
- 20' TYP.
- VARIES
appendix b - fuel modification plan

Las Jollas de Rancho Grande • Arroyo Grande, CA
appendix c - drought tolerant plants

The following list of plants is intended as a suggestion list. There are numerous plants which are suitable for low water use. This is not intended to be a comprehensive list, but rather a guideline for plants that are suitable in Las Jollas of Rancho Grande. The following symbols are used to designate the plant types: *good erosion control plants, +plants with low fuel volume, +plants that are compatible under and around oak trees:

**Trees**

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acacia spp.</td>
<td>Wattle</td>
</tr>
<tr>
<td>Aesculus californica</td>
<td>Horsechestnut</td>
</tr>
<tr>
<td>Albizia julibrissin</td>
<td>Silk Tree</td>
</tr>
<tr>
<td>Brachychiton populneus</td>
<td>Bottle Tree</td>
</tr>
<tr>
<td>Ceratonia siliqua+</td>
<td>Carob</td>
</tr>
<tr>
<td>Cercis occidentalis</td>
<td>Western Red Bud</td>
</tr>
<tr>
<td>Erloberyra japonica</td>
<td>Loquat</td>
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<tr>
<td>Gellera parviflora</td>
<td>Australian Willow</td>
</tr>
<tr>
<td>Grevillea robusta</td>
<td>Silk Oak</td>
</tr>
<tr>
<td>Koelreuteria paniculata</td>
<td>Goldenrain Tree</td>
</tr>
<tr>
<td>Liquidambar styraciflua</td>
<td>American Sweet Gum</td>
</tr>
<tr>
<td>Lyonothamnus floribundus</td>
<td>Catalina Ironwood</td>
</tr>
<tr>
<td>Olea europea</td>
<td>Olive</td>
</tr>
<tr>
<td>Platania racemosa</td>
<td>Sycamore</td>
</tr>
<tr>
<td>Pitsca chinsilis</td>
<td>Chinese pistache</td>
</tr>
<tr>
<td>Populus fremontii</td>
<td>Cottonwood</td>
</tr>
<tr>
<td>Quercus agrifolia</td>
<td>Coast Live Oak</td>
</tr>
<tr>
<td>Quercus ilex</td>
<td>Holly</td>
</tr>
<tr>
<td>Quercus suber</td>
<td>Cork-Oak</td>
</tr>
<tr>
<td>Rhus lancea+</td>
<td>African Sumac</td>
</tr>
<tr>
<td>Schinus molle+</td>
<td>California Pepper Tree</td>
</tr>
<tr>
<td>Schinus terebinthifolius+</td>
<td>Brazilian Pepper Tree</td>
</tr>
<tr>
<td>Tristania conferta</td>
<td>Brisbane Box</td>
</tr>
<tr>
<td>Ulmus parvifolia</td>
<td>Evergreen Elm</td>
</tr>
</tbody>
</table>

**Shrubs/Ground Covers**

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acacla redolens</td>
<td>Wattle</td>
</tr>
<tr>
<td>Arbutus unedo</td>
<td>Strawberry Tree</td>
</tr>
<tr>
<td>Arctostaphylos 'Carmel Sur'+</td>
<td>'Carmel Sur' Manzanita</td>
</tr>
<tr>
<td>Arctostaphylos densiflora+</td>
<td>Sonoma Manzanita</td>
</tr>
<tr>
<td>Arctostaphylos densiflora.</td>
<td>McMinn Manzanita</td>
</tr>
<tr>
<td>'Howard McMinn'+</td>
<td>Little Sur Manzanita</td>
</tr>
<tr>
<td>Arctostaphylos edmundsii+</td>
<td>Monterey Manzanita</td>
</tr>
<tr>
<td>Arctostaphylos hookerii+</td>
<td>'Wayside' Manzanita</td>
</tr>
<tr>
<td>Arctostaphylos 'Wayside'+</td>
<td>Silver Spreader</td>
</tr>
<tr>
<td>Artemisia calida+</td>
<td>Sanhill Spreader</td>
</tr>
<tr>
<td>Artemisia Pycnocephylia</td>
<td>'David's Choice'</td>
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<tr>
<td>Baccharis pilularis+</td>
<td>Coyote Brush</td>
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<tr>
<td>Callitescen citrinus+</td>
<td>Lemon Bottlebrush</td>
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<tr>
<td>Carlisa grandiflora+</td>
<td>Natal Plum</td>
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<tr>
<td>Ceanothus griseus</td>
<td>Carmel Creeper</td>
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<tr>
<td>horizontalis+</td>
<td>Wild Lilac</td>
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<tr>
<td>Ceanothus spp.+</td>
<td>Snow-In-summer</td>
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<tr>
<td>Cerastium tormentosum+</td>
<td>Mediterranean Fan</td>
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<tr>
<td>Chamaeops humilis</td>
<td>Palm</td>
</tr>
<tr>
<td>Chusia spp.+</td>
<td>Rockrose</td>
</tr>
<tr>
<td>Coprosman kirkii+</td>
<td>Kirk's Coprosma</td>
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<tr>
<td>Corea pulchella</td>
<td>Corea</td>
</tr>
<tr>
<td>Cotinus coggyria</td>
<td>Smoke Tree</td>
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**Shrubs/Ground Covers (continued)**

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<th>Botanical Name</th>
<th>Common Name</th>
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<tbody>
<tr>
<td>Cotoneaster dammeri+</td>
<td>Bearberry Cotoneaster</td>
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<tr>
<td>Cotoneaster spp.+</td>
<td>Cotoneaster</td>
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<tr>
<td>Dendromecon barbeyi</td>
<td>Island Bush Poppy</td>
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<tr>
<td>Dendromecon rigida+</td>
<td>Bush poppy</td>
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<tr>
<td>Dodonaea viscosa</td>
<td>Hopseed Bush</td>
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<tr>
<td>Echium fastuosum+</td>
<td>Pride of Madeira</td>
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<tr>
<td>Escallonia spp.</td>
<td>Escallonia</td>
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<tr>
<td>Fallugia paradoxa+</td>
<td>Apache Plume</td>
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<tr>
<td>Fremontodendron spp.</td>
<td>Flannel Bush</td>
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<tr>
<td>Grevillea spp.</td>
<td>Grevillea</td>
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<tr>
<td>Heteromeles arbutifolia+</td>
<td>Toyon</td>
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<tr>
<td>Hypericum calycinum+</td>
<td>Creeping St. Johnswort</td>
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<tr>
<td>Lantana camara+</td>
<td>Common Lantana</td>
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<tr>
<td>Lantana montevidensis+</td>
<td>Lantana</td>
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<tr>
<td>Lavandula augustiflora+</td>
<td>English Lavender</td>
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<tr>
<td>Leptospermum scoparium+</td>
<td>New Zealand Tea Tree</td>
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<tr>
<td>Mahonia aquifolium+</td>
<td>Orange grape</td>
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<tr>
<td>Mahonia aquifolium 'Compacta'+</td>
<td>Dwarf Oregon grape</td>
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<tr>
<td>Mahonia repens+</td>
<td>Creeping Mahonia</td>
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<tr>
<td>Mimulus aurantius+</td>
<td>Sticky Monkey Flower</td>
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<tr>
<td>Myoporom 'Pacifica'+</td>
<td>Myoporom</td>
</tr>
<tr>
<td>Myoporom parvifolium+</td>
<td>Myoporom</td>
</tr>
<tr>
<td>Nerium oleander+</td>
<td>Oleander</td>
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<tr>
<td>Pittosporum tormea</td>
<td>Torbira</td>
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<tr>
<td>Plumbago auriculata</td>
<td>Cape Plumbago</td>
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### Appendix C - Drought Tolerant Plants

#### Shrubs/Ground Covers (continued)

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<td>Pyracantha spp.</td>
<td>Firethorn</td>
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<td>Rhamnus californica</td>
<td>Coffeeberry</td>
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<td>Rhamnus crocea ilicifolia</td>
<td>Holly-Leaf Redberry</td>
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<tr>
<td>Rhus intermediifolia</td>
<td>Lemonade Berry</td>
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<tr>
<td>Rhus ovata</td>
<td>Sugar Bush</td>
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<tr>
<td>Rubus malacum</td>
<td>Chaparral Currant</td>
</tr>
<tr>
<td>Rubus salignus</td>
<td>Pink-flowering Currant</td>
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<tr>
<td>Rubus skepticus</td>
<td>Fuchsia-flowing Goose</td>
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<tr>
<td>Rubus viburnifolium + Romnea coulter</td>
<td>Evergreen Curran</td>
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<tr>
<td>Rosa rugosa</td>
<td>Madilja Poppy</td>
</tr>
<tr>
<td>Rosmarinus officinalis 'Prostratus'</td>
<td>Ramanas Rose</td>
</tr>
<tr>
<td>Rubus calycinodides</td>
<td>Dwarf Rosemary</td>
</tr>
<tr>
<td>Salvia columbariae</td>
<td>Blackberry</td>
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<tr>
<td>Salvia leucantha</td>
<td>Chia</td>
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<tr>
<td>Salvia leucophylla</td>
<td>Mexican Bush Sage</td>
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<tr>
<td>Salvia sonomensis + Santolina chamacephalalis + Santolina calenda + Sollya heterophylla</td>
<td>Purple Sage</td>
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<tr>
<td>Trichostema lanatum + Tubagha violacea</td>
<td>Creeping Sage</td>
</tr>
<tr>
<td>Umbellaria californica + Vaccinium ovatum + Xylosma congestum</td>
<td>Lavender Cotton</td>
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<tr>
<td>Umbellaria californica</td>
<td>Green Santolina</td>
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<td>Umbellaria californica</td>
<td>Australia Bluebell</td>
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<td>Umbellaria californica</td>
<td>Wooly Blue curls</td>
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<td>Verbena</td>
<td>Society Garlic</td>
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<td>Verbena</td>
<td>California Bay</td>
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<td>Verbena</td>
<td>California Huckleberry</td>
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<tr>
<td>Verbena</td>
<td>Shiny Xylosma</td>
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#### Perennials, Bulbs, Annuals

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<th>Botanical Name</th>
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<tr>
<td>Achillea spp. +</td>
<td>Yarrow</td>
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<tr>
<td>Agave americana +</td>
<td>Century Plant</td>
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<tr>
<td>Agave attenuata +</td>
<td>Agave</td>
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<tr>
<td>Aloe arborescens +</td>
<td>Tree Aloe</td>
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<tr>
<td>Arctocjeba calenda +</td>
<td>Cape Wee</td>
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<tr>
<td>Clarkia spp. +</td>
<td>Farewell to spring</td>
</tr>
<tr>
<td>Coreopsis sp. +</td>
<td>Coreopsis</td>
</tr>
<tr>
<td>Delphinium paryll +</td>
<td>Parry's Larkspur</td>
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<tr>
<td>Dites vegeta</td>
<td>California Buckwheat</td>
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<tr>
<td>Erodonomus fasciculatum +</td>
<td>Buckwheat</td>
</tr>
<tr>
<td>Erodonomus fasciculatum +</td>
<td>California Poppy</td>
</tr>
<tr>
<td>Erodonomus fasciculatum +</td>
<td>Gray-leaved Euryops</td>
</tr>
<tr>
<td>Erodonomus fasciculatum +</td>
<td>California Fescue</td>
</tr>
<tr>
<td>Erodonomus fasciculatum +</td>
<td>Western Fescue</td>
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<tr>
<td>Fuchsia douglasiana +</td>
<td>Douglas Iris</td>
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<tr>
<td>Limonium pereiil</td>
<td>Sea Lavender</td>
</tr>
<tr>
<td>Lotus scoparius +</td>
<td>Deerwood</td>
</tr>
<tr>
<td>Lupinus latifilus +</td>
<td>Beach Lupine</td>
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<tr>
<td>Mischanthus sinensis</td>
<td>Eulalia Grass</td>
</tr>
<tr>
<td>Narcissus sp. +</td>
<td>Daffodil</td>
</tr>
<tr>
<td>Oenothera berlandieri +</td>
<td>Mexican Evening Primrose</td>
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<tr>
<td>Penstemon spp. +</td>
<td>Penstemon</td>
</tr>
<tr>
<td>Phormium tenax</td>
<td>New Zealand Flax</td>
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<tr>
<td>Romneya coulterl</td>
<td>Matilija Poppy</td>
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<tr>
<td>Salvia spathacea +</td>
<td>Hummingbird Sage</td>
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<tr>
<td>Sedum spp.</td>
<td>Stonewrap</td>
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<td>Verbena</td>
<td>Verbena</td>
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#### Vines

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<tr>
<td>Bougainvillea spp.</td>
<td>Bougainvillea</td>
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<tr>
<td>Cissus antartica</td>
<td>Kangaroo Treebine</td>
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<tr>
<td>Cissus hypoglauca</td>
<td>NCN</td>
</tr>
<tr>
<td>Euonymus forstue</td>
<td>NCN</td>
</tr>
<tr>
<td>Lonicera japonica</td>
<td>Japanese Honeysuckle</td>
</tr>
<tr>
<td>Parthenocissus quinquefolia</td>
<td>Virginia Creeper</td>
</tr>
<tr>
<td>Parthenocissus trilucuplilata</td>
<td>Boston Ivy</td>
</tr>
<tr>
<td>Rosa banksiae</td>
<td>Lady Bank's Rose</td>
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<tr>
<td>Romneya capensis</td>
<td>Cape Honeysucky</td>
</tr>
<tr>
<td>Vitis californica</td>
<td>California Wild grape</td>
</tr>
<tr>
<td>Vitis girdiana +</td>
<td>Desert Grape</td>
</tr>
<tr>
<td>Wisteria spp.</td>
<td>Wisteria</td>
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Las Jollas de Rancho Grande - Arroyo Grande, CA
Appendix D - Oak Tree Care and Maintenance

Oak Tree Care and Maintenance

Additional information on Planting and Maintaining Oak Trees

The following planting technique was taken from Sunset Magazine, October 1990:

- Create enclosures or fenced areas to protect new seedlings from animals.
- Choose sites for the planting of acorns, seedlings, or trees that are favorable to natural regeneration such as north or east-facing slopes, deep soils, swales and alluvial sites, in addition to considerations of aesthetics.
- If collecting acorns, collect them after they have ripened. The best time is in the fall and when they are still on the tree.
- Plant acorns between November and March. Planting is best done in the fall so the trees may become established before the hot, dry summer. The best time is after the first fall rains. Place the acorn sideways and cover with one inch of soil. Protect the seedlings from gophers, squirrels, birds and deer.
- Mulch the soil around the new seedling with 2 to 4 inch layer of wood chip mulch (not redwood mulch) to suppress weeds.
- Do not irrigate or water any existing oaks or naturally occurring seedlings.
- Feeding should be done only when growth is poor and then only near the drip line with an organic or commercial fertilizer that has been approved by a nursery professional or certified arborist.
- Remove any vines climbing up the trunk.
- All pruning must be recommended in writing, approved by the Arroyo Grande Parks and Recreation Department, and performed by a certified arborist.
- Pruning should be kept to a minimum. If approved, canopy pruning should be limited to 25% of the foliage. Limbs over 2" in diameter should not be removed. Pruning must be done under supervision of a certified arborist.
- Prune only to remove dead, weakened, diseased, or potentially hazardous branches, or as a part of a certified arborist's plan for encouraging and enhancing the overall health of the tree.
- Substantial pruning, when permitted, should be performed during the dormant season.
- Light pruning for better air circulation and shaping can be done any time of the year, subject to the recommendations of an arborist.
- All cuts to the tree, including root cuts, must be cleaned and performed with a sharp instrument and not be broken or pulled off.
- Pruning of any tree outside of a Property Owners lot is not permitted unless the tree poses a risk to the resident and the pruning is first approved by the Committee and the City.
- A dying or dead tree limb does not necessarily need to be removed unless it presents a safety, fire or health hazard to its surroundings. Many animals depend on these "snags" for habitat and survival. Woodpeckers use snags to store acorns and food. Removal of a snag will require Committee approval.
### Appendix E - Approved Color Ranges

1. Colors provided are a range of acceptable colors, but are not the only colors that can be used in the Tract.
2. Color Palettes for each submittal (project) will have to be reviewed on a case by case basis.

#### STUCCO COLORS, By La Habra

<table>
<thead>
<tr>
<th>Body and/or Trim Colors</th>
<th>Trim Colors Only</th>
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<tr>
<td>X-11</td>
<td>Santana</td>
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<td>X-17</td>
<td>Misty</td>
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<tr>
<td>X-24</td>
<td>Santa Fe</td>
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<td>X-25</td>
<td>Saddleback</td>
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<td>X-27</td>
<td>Monterey</td>
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<td>X-28</td>
<td>Mirage</td>
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<td>X-34</td>
<td>San Simeon</td>
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<td>X-56</td>
<td>French Grey</td>
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<td>X-72</td>
<td>Adobe</td>
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<td>Hacienda</td>
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<td>X-97</td>
<td>Pacific Sand</td>
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<td>X-575</td>
<td>Canyon</td>
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<td>X-730</td>
<td>Spruce</td>
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<td>X-820</td>
<td>Silverado</td>
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#### PAINT COLORS, By Frazee

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<th>Body and/or Trim Colors</th>
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<td>Oxford Brown</td>
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<td>Russet</td>
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<td>Padre Brown</td>
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<td>Spanish Brown</td>
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<td>Trautan</td>
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<td>Mesa Tan</td>
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<td>Alfresco</td>
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<td>514</td>
<td>Courtyard</td>
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<td>515</td>
<td>Shaded Spruce</td>
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<td>516</td>
<td>Cypress Point</td>
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<td>Encanto</td>
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<td>518</td>
<td>Oakmoss</td>
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<tr>
<td>519</td>
<td>Pine Valley</td>
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<tr>
<td>521</td>
<td>Tuscany</td>
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<td>525</td>
<td>River Bed</td>
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<tr>
<td>529</td>
<td>Bergamont</td>
</tr>
</tbody>
</table>

Las. Jollas de Rancho Grande • Arroyo Grande, CA
INDEX TO FORMS

Form A - Design Submittal
Form B - Construction Document Submittal
Form C - Minor Project Submittal Application
Form D - Addenda Application
Form E - Construction Agreement
Form F - Notice of Completion
Form G - Agreement to Pay Consultant
**FORM A**

**DESIGN SUBMITTAL**

DESIGN COMMITTEE
LAS JOLLAS DE RANCHO GRANDE

**DESIGN SUBMITTAL**

<table>
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<th>Street Address</th>
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**Type of Submittal (Check all that apply):**

- [ ] Initial Home Construction/Landscape
- [ ] Home Alteration/Addition (Major Improvement)
- [ ] Landscape Alteration/Addition (Major Improvement)

**Property Owner(s):**

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**Phone:**

- Home
- Fax
- Work

**Architect/Designer:**

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**Engineer (if known):**

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**Landscape Architect:**

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**General Contractor (if known):**

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**Authorized Representative (if applicable):**

*Letter of authorization must be attached*

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The Design Committee ("Committee") was created pursuant to The Las Jollas De Rancho Grande Declaration of Restrictive Covenants ("Declaration") and exists at Las Jollas De Rancho Grande to maintain high standards for the design, development and use of the homes and property. When a Property Owner wishes to construct a home or outbuilding, remodel an existing structure, install landscaping, substantially modify existing landscaping or conduct any activity which constitutes a "major improvement" as determined by the Committee, application is required to be made to, and approved by, the Committee using this form. Completion of the following pages will provide the Committee with the information necessary to review the proposed improvement for compliance with the Declaration, the Design Manual and other Rules and Regulations of the Committee. The items listed below must be included in the Design Submittal and will be considered by the Committee prior to approval of the proposed improvement. Please review, comply with and then check off each item included in the space provided.

A. TOPOGRAPHIC STUDY (must be based on field survey)

1. Minimum scale: 1"=20' (include graphic scale, north arrow)
2. Property lines dimensioned with bearings, distances & curve data including all building setback lines & easement lines
3. Study based upon City of Arroyo Grande Datum (assumed datum is not acceptable), Bench Mark to be noted
4. Contours at 1 foot maximum intervals (label contour lines)
5. Existing trees noting locations and diameters of trunks 2 inches or greater, tree species and showing drip lines
6. Existing terrain features including wooden boundary guidance markers, rock outcroppings, drainage swales, driveway aprons, sidewalks, retaining walls, fencing, etc. (indicate materials)
7. Existing structures on and within 20 feet of property.
8. Utility lines service stub-outs including water, sewer, electric, telephone, cable T.V., gas
9. Present in format 24" high by 36" wide, including border not less than 1" on left side, and not less than 1/2" on all other sides. Each sheet shall have a title block showing at least the Lot number, preparer’s name, sheet title, date, north arrow
10. Prepared & signed by qualified licensed land surveyor or civil engineer

B. SITE PLAN (may be combined with Preliminary Grading Plan)

1. Must be overlaid upon Topographic Study
2. Building locations (houses, garages, out buildings, decks, adjacent homes)
FORM A
DESIGN SUBMITTAL

TO REMOVE LONG DASHED LINE

3. Dimensions to property lines

4. Disposition of all existing trees greater than 2" in diameter, (i.e., save, remove, prune, transplant) including tree protection measures; description of the degree of pruning if needed

5. Landscape elements (pools, spas, decks, patios, etc.)

6. Finished floor elevations & key spot elevations

7. Utility line connections to house & other structures (electric, water, telephone, cable T.V., gas)

8. Driveway, walks, and parking (indicate materials)

9. Fencing and/or privacy screening

10. Trash receptacle location and screening

11. Utility meter location and screening

12. Proposed primary view; neighboring views

13. Construction staging and access areas including construction debris & materials storage areas

14. Temporary structures including portable restroom, materials storage shed, etc.

C. PRELIMINARY GRADING AND DRAINAGE PLAN (may be combined with Site Plan)

1. Must be overlaid upon Topographic Study

2. Limits of disturbance

3. Finished contours & key spot elevations

4. Indicate cut/fill slope ratios (horizontal to vertical) & driveway grades (percent)

5. Location, configuration, height, materials, and color of proposed retaining walls

6. Conceptual drainage from all ground and other surfaces to points of discharge at street or at adjacent properties (include description of methods & devices utilized in order to prevent undue concentration or velocity on adjacent properties)

7. Finish floor elevations & provision for positive drainage away from all structures

8. Amount, type and location of fill and/or excavation materials on site or to be imported to or removed from site

9. Designate newly created banks and slopes & describe general methods & devices for overall erosion control

Page 3
FORM A
DESIGN SUBMITTAL

D. PRELIMINARY TREE REMOVAL & PROTECTION PLAN (must be provided for sites containing a tree greater than 2" inches in diameter). This plan may be combined with Site Plan, Preliminary Grading Plan and/or Landscape Plans. If a separate plan is not used, indicate specifically where each of the below elements is shown.

1. Disposition of all existing trees greater than 2" in diameter
   Shown: 

2. Tree protection fencing.
   Shown: 

3. Special utility trenching.
   Shown: 

4. Tree replacement provisions. Shown: 

E. ELEVATIONS

1. Scale: All elevations, 1/8" = 1'0" or larger

2. All exterior building features (roof, siding, fireplaces, railings, trims, foundation, house numbers, lighting fixtures, etc.)

3. Door, window and skylight openings

4. Electric meter location & screening

5. Note all material and finishes - call out manufacturers and models where known, including for windows, doors, siding, etc.

6. IMPORTANT: Show both the original and finish grades & elevations of the site, the proposed structure’s floor line elevations, and the roof ridge line & peak elevations (all per City of Arroyo Grande datum)

7. All exterior views must be depicted

F. FLOOR PLAN(S)

1. Minimum scale: 1/8" = 1'0", showing overall dimensions of rooms, etc.

2. Door, window and skylight openings

3. Walls and partitions

4. Stairways

5. Exterior lights
FORM A
DESIGN SUBMITTAL

6. Decks and porches
7. Electric meter location
8. North arrow
9. Trash receptacles (locations, how screened and access)
10. Type and location of heating system and cooling system (if planned)
11. Calculations of allowed and proposed square footage.

G. PRELIMINARY LIGHTING PLAN This plan may be combined with Site Plan, Floor Plans, Elevations and/or Landscape Plans. If a separate plan is not used, indicate specifically where each of the below elements is shown

1. Exterior building lights. Shown:
2. Landscape lighting. Shown:
3. Cut sheets for all exterior lighting fixtures. Shown:

H. LANDSCAPE PLANS (must be separate plans)

1. Minimum scale: 1" = 20'
2. North arrow
3. Must incorporate Preliminary Grading Plan finished contours
4. Existing trees and major vegetation showing sizes, species, and those elements to be removed or trimmed.
5. All property lines, property guidance markers, existing HOA fencing, monumentation and plantings, driveway apron, setbacks and easements
6. All existing and proposed drainage structures
7. Existing and proposed utility lines (electric, water, sewer, telephone, cable T.V., gas)
8. Locations, lay-out and horizontal dimensions of all structures constituting existing and proposed improvements, including out-buildings, decks, patios, pools, spas, retaining walls, fences, gates, etc.
9. Driveways, sidewalks, walkways and parking
10. Planting schedules with plant names and sizes, including common names
11. Planting plan showing at least common names, sizes and locations of all shrubs, ground covers, etc. (specifically note any replacement trees.) Indicate mature heights for trees and shrubs. Show areas designated for vegetable gardens.
FORM A
DESIGNSUBMITTAL

12. Low water use & drought resistant species emphasized

13. Conceptual irrigation plan, including backflow preventers and shut off valves, type of irrigation by zones, etc.

14. Square footage of turf areas

I. COLOR & MATERIALS (Supplemental to Color Board - described in detail)

1. Exterior walls finish materials & colors:

2. Trim materials & color:
   a. Fascia
   b. Doors
   c. Windows
   d. Garage Doors

3. Roofing:

4. Eaves:

5. Exteriors:
   a. Doors (material & finish)
   b. Windows (material & finish)
   c. Skylights (material & finish)
   d. Garage door (material & finish)
   e. Fences (material & finish)
   f. Walls (material & finish)
   g. Driveway (material & finish)
   h. Landscape (material & finish)

J. ATTACHMENT(S)

1. Application Fee: $__________

2. Statement identifying each deviation from a Requirement; No. of Pages _______
FORM A
DESIGN SUBMITTAL

3. Other (specify): ___________________________; No. of Pages ______

K. APPLICANT'S ACKNOWLEDGMENT:

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

Printed Name of Owner/Representative________________________________________________________

Signature of Owner/Representative __________________________________________________________

Executed on (date) __________, at (City) ______________________________________________________

FOR COMMITTEE USE ONLY:

1. Date Application Received by Committee: ____________________________________________
   (Should coincide with the date of Committee's written receipt for the submittal provided to Property Owner)

2. Date Application Determined Complete: _____________________________________________

3. Date Notice of Complete Application Sent to Applicant: _________________________________

4. Lots Determined Entitled to Notice of Initial Hearing: ____________________________

5. Date Notices of Hearing Sent to: Applicant: ________________________________
   Community Development Director: __________ Neighboring Lots: ______________________

6. Date of Initial Noticed Hearing: _____________________________________________________
FORM B
CONSTRUCTION DOCUMENT SUBMITTAL

Lot No.  Street Address

Type of Submittal (Check all that apply):

( ) Initial Home Construction/Landscape
( ) Home Alteration/Addition (Major Improvement)
( ) Landscape Alteration/Addition (Major Improvement)

Property Owner(s):

Home Address:

Phone: Home __________ Fax __________ Work ________

Architect/Designer: ____________________________ Phone ________

Address: ____________________________

Engineer (if known): ____________________________ Phone ________

Address: ____________________________ Fax ________

Landscape Architect: ____________________________ Phone ________

Address: ____________________________

General Contractor (if known): ____________________________ Phone ________

Address: ____________________________ Fax ________

Authorized Representative (if applicable): ____________________________

(Letter of authorization must be attached)

Address: ____________________________ Phone ________

La Jollas De Rancho Grande Design Committee ("Committee"), as directed in the Las Jollas De Rancho Grande Design Manual, must review the Construction Document Submittal for conformance with the Design Submittal. This requirement is in addition to the higher level of detail which is required by the
FORM B
CONSTRUCTION DOCUMENT SUBMITTAL

The following is a list of items expanded upon from the Design Submittal application which must be included in the Construction Document Submittal. Please note that items previously included in the Design Submittal may require additional information herein.

The items and levels of detail contained herein are those required for review by the Design Committee and do not necessarily represent the entirety of information required by the City for its plan check.

Please review, comply with, and then check off each item included.

A. TOPOGRAPHIC STUDY (must be based on field survey)
   1. Minimum scale: 1"=20' (include graphic scale, north arrow)
   2. Property lines dimensioned with bearings, distances & curve data including all building setback lines & easement lines
   3. Study based upon City of Arroyo Grande Datum (assumed datum is not acceptable); Bench Mark to be noted
   4. Contours at 1 foot maximum intervals (label contour lines at 5 foot increments)
   5. Existing trees, noting locations and diameters of trunks 2" or greater, tree species and showing drip lines
   6. Existing terrain features including wooden boundary guidance markers, rock outcroppings, drainage swales, driveway aprons, sidewalks, retaining walls, fencing, etc. (indicate materials)
   7. Existing structures on and within 20 feet of property
   8. Utility lines & service stub-outs including water, sewer, electric, telephone, cable T.V., gas
   9. Present in format 24" high by 36" wide, including border not less than 1" on left side, and not less than ½" on all other sides. Each sheet shall have a title block showing at least the Lot number, preparer's name, sheet title, date, north arrow
   10. Prepared & signed by qualified licensed land surveyor or civil engineer

B. SITE PLAN (may be combined with Preliminary Grading Plan)
   1. Must be overlaid upon Topographic Study
   2. Building locations (houses, garages, out buildings, decks, adjacent homes)
   3. Dimensions to property lines-determined to survey accuracy (0.01 ft) with ties from at least two building lines or corners to at least two property lines
   4. Disposition of all existing trees greater than 2" in diameter, (i.e, save, remove, prune, transplant) including tree protection measures; description of the degree of pruning if needed
5. Landscape elements (pools, spas, decks, patios, etc.)
6. Finished floor elevations & key spot elevations
7. Utility line connections to house & other structures (electric, water, telephone, cable T.V., gas)
8. Driveway, walks, and parking (indicate materials)
9. Fencing and/or privacy screening
10. Trash receptacle location and screening
11. Utility meter location and screening
12. Proposed primary view; neighboring views
13. Construction staging and access areas including construction debris & materials storage areas

C. TREE REMOVAL & PROTECTION PLAN (must be provided for sites containing a tree greater than 2" inches in diameter). This plan may be combined with Site Plan, Preliminary Grading Plan and/or Landscape Plans. If a separate plan is not used, indicate specifically where each of the below elements is shown.

1. Disposition of all existing trees greater than 2" in diameter
   Shown: ____________________________
2. Tree protection fencing. Shown: ____________________________
3. Special utility trenching. Shown: ____________________________
4. Tree replacement provisions. Shown: ____________________________

D. GRADING AND DRAINAGE PLAN (may be combined with Site Plan)
1. Must be overlaid upon Topographic Study
2. Limits of disturbance
3. Finished contours & key spot elevations
4. Indicate cut/fill slope ratios (horizontal to vertical) & driveway grades (percent)
5. Location, configuration, height, materials, and color of proposed retaining walls (including construction details)
6. Specific design of drainage from all ground and other surfaces to points of discharge at street or at adjacent properties including construction details (include description of methods & devices utilized in order to prevent undue runoff concentration or velocity onto adjacent properties)
7. Finish floor elevations & provision for positive drainage away from all structures
8. Amount, type and location of fill and/or excavation materials on site or to be imported to or removed from site

9. Designate newly created banks and slopes & describe general methods & devices for overall erosion control (including construction details)

10. Prepared & signed by registered civil engineer, licensed architect, or licensed landscape architect (including current date & signature as of this plan)

11. Incorporation of site specific geologic and geotechnical engineering study as well as requirements of soils engineering reports referenced in the Design Manual

12. Provision for top soil restoration

E. FOUNDATION PLAN

1. Type & dimensions of all foundations

2. Exterior building line in relation to foundation (cantilevers, piers, etc.)

F. ELEVATIONS

1. Scale: All elevations, 1/4" = 1'0"

2. All exterior building features (roof, siding, fireplaces, railings, trims, foundation, house numbers, lighting fixtures, etc.)

3. Door, window and skylight openings

4. Electric meter location & screening

5. Note all material and finishes - call out manufacturers and models where known, including for windows, doors, siding, etc.

6. IMPORTANT: Show both the original and finish grades & elevations of the site, the proposed structure's floor line elevations, and the roof ridge line & peak elevations (all per City of Arroyo Grande datum)

7. All exterior views must be depicted

8. Full dimensions for all view

G. FLOOR PLAN(S)

1. Minimum scale: 1/4" = 1'0"

2. Door, window and skylight openings

3. Walls and partitions

4. Stairways
**FORM B**
**CONSTRUCTION DOCUMENT SUBMITTAL**

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**T O REMOVE C U T A L O N G D A S H E D L I N E**

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5. Exterior lights
6. Decks and porches
7. Electric meter location
8. North arrow
9. Trash receptacles (locations, how screened and access)
10. Type and location of heating system and cooling system (if planned)
11. Full dimensions for all spaces
12. Identification of all features & accessories

---

**H. LIGHTING PLAN** This plan may be combined with Site Plan, Floor Plans, Elevations and/or Landscape Plans. If a separate plan is not used, indicate specifically where each of the below elements is shown.

1. Exterior building lights. Shown: 
2. Landscape lighting. Shown: 

---

**I. ROOF PLAN** (may be combined with Site Plan and/or Grading & Drainage Plan)

1. Minimum scale: 1" = 10' (include north arrow)
2. Dimensioned layout including overhangs & eaves
3. Overhang & eaves details
4. Roof drainage system
5. Roof penetrations

---

**J. LONGITUDINAL & TRANSVERSE SECTIONS**

1. Section(s) through each major axis and other significant spaces
2. Depiction & dimensioning of all interior heights & volumes

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**K. AUXILIARY PLANS & DETAILS**

1. Plumbing Plan (Check here if fire sprinklers required [ ] )
2. Electrical Plan
3. Mechanical Plan
FORM B
CONSTRUCTION DOCUMENT SUBMITTAL

L. LANDSCAPE PLANS (must be separate plans)

1. Minimum scale: 1" = 10'
2. North arrow
3. Must incorporate Preliminary Grading Plan finished contours
4. Existing trees and major vegetation showing sizes, species, and those elements to be removed or trimmed
5. All property lines, property guidance markers, existing HOA fencing, monumentation and plantings, driveway apron, setbacks and easements
6. All existing and proposed drainage structures
7. Existing and proposed utility lines (electric, water, sewer, telephone, cable T.V., gas)
8. Locations, lay-out and horizontal dimensions of all structures constituting existing and proposed improvements, including out-buildings, decks, patios, pools, spas, retaining walls, fences, gates, etc.
9. Driveways, sidewalks, walkways and parking
10. Planting schedules with plant names and sizes, including common names
11. Planting plan showing at least common names, sizes and locations of all shrubs, ground covers, etc. (specifically note any replacement trees.) Indicate mature heights for trees and shrubs. Show areas designated for vegetable gardens
12. Low water use & drought resistant species emphasized

13. Specific Irrigation Plan
   a. __________ Mainlines, laterals, irrigation heads, etc.
   b. __________ Point of connection, meter, backflow prevention device, shut off valves, etc.
   c. __________ Pressure & flow data; discussion of low-water use techniques

14. Full dimensions for all areas, hardscape elements, etc.
15. Construction details (walls, fences, caving, decks, irrigation components, etc.)
16. Soil preparation, staking methods & planting methods for all trees & other types of plant materials
17. Discussion & details of erosion control systems during plant establishment
M. COLOR & MATERIALS (Supplemental to Color Board - describe in detail and include specifications for quality of all materials and workmanship)

1. Exterior walls finish materials & colors: ____________________________

2. Trim materials & color:
   a. Fascia _______________________________________________________
   b. Doors _______________________________________________________
   c. Windows ____________________________________________________
   d. Garage Doors _______________________________________________

3. Roofing: ______________________________________________________

4. Eaves: ________________________________________________________

5. Exterior openings:
   a. Doors (material & finish) _______________________________________
   b. Windows (material & finish) ___________________________________
   c. Skylights (material & finish) _________________________________
   d. Garage door (material & finish) ________________________________

N. ATTACHMENT(S)

1. Statement identifying each deviation" from a requirement No. of Pages ___

2. Other (specify): ________________________________ No. of Pages ___
**FORM C**  
**MINOR PROJECT SUBMITTAL APPLICATION**

DESIGN COMMITTEE  
LAS JOLLAS DE RANCHO GRANDE  
**MINOR PROJECT SUBMITTAL APPLICATION**

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<th>Lot No.</th>
<th>Street Address</th>
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**Type of Submittal** (Check all that apply):

- Initial Home Construction/Landscape
- Home Alteration/Addition (Major Improvement)
- Landscape Alteration/Addition (Major Improvement)

**Property Owner(s):**  

**Home Address:**  

**Phone: Home**  
**Fax**  
**Work**

**Architect/Designer:**  
**Address:**  
**Phone**  
**Fax**

**Engineer (if known):**  
**Address:**  
**Phone**  
**Fax**

**Landscape Architect:**  
**Address:**  
**Phone**  
**Fax**

**General Contractor (if known):**  
**Address:**  
**Phone**  
**Fax**

**Authorized Representative (if applicable):**  
(Letter of authorization must be attached)  
**Address:**  
**Phone**
FORM C
MINOR PROJECT SUBMITTAL APPLICATION

The Las Jollas De Rancho Grande Design Manual provides that this Minor Project Submittal Application shall be used in applying for Design Committee approved for property improvements which, in the sole discretion of the Committee, are considered "minor" in nature, i.e. which do not merit extensive plans and specifications. A project requiring a deviation from a Requirement or an exception from a Standard shall not be considered a minor improvement.

The actual requirements of the Project Submittal will vary depending upon the nature and size of the proposed improvement. The specific initial minimum requirements for this particular application, as determined by the Committee, are to be as set forth herein. This Form is initially to be completed by or in the presence of a Committee Representative. The brackets ("[ ]") marked by the Committee Representative (and other materials designated) indicate the specific initial minimum requirements of this Project Submittal. 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.

The marked brackets (and other materials designated) indicate the items which must be included in the Project Submittal Application. Please review, comply with and check off each required item in the space to the left of the item number.

A. EXISTING CONDITIONS ON-SITE & ON SURROUNDING SITES

Check

1. [ ] Topographic Study
2. [ ] Other (describe):

B. PROPOSED NEW IMPROVEMENTS

Check

1. [ ] Site Plan
2. [ ] Tree Removal & Protection Plan
3. [ ] Grading & Drainage Plan
4. [ ] Foundation Plan
5. [ ] Floor Plants
6. [ ] Lighting Plan
7. [ ] Elevations
8. [ ] Roof Plan
9. [ ] Longitudinal & Transverse Sections
10. [ ] Auxiliary Plans & Details
FORM C
MINOR PROJECT SUBMITTAL
APPLICATION

C. OTHER INFORMATION NECESSARY FOR COMMITTEE REVIEW

Check

1. [ ] Color & Materials Board
2. [ ] Site & Building Photos
3. [ ] Product Information
4. [ ] Arborist's Report
5. [ ] Improvements Marked on Ground
6. [ ] Other (describe):

D. ATTACHMENT(S)

Check

1. Application Fee in the amount to $_______
2. Other (specify): __________________________

E. COMMITTEE APPROVAL PROCEDURE

1. [ ] Administrative Recommendation and Committee Review & Approval Only (routine meeting agenda item) OR

2. [ ] Committee Hearing Deemed Necessary
   a. [ ] Notification of Neighbors
   b. [ ] Notification of Community Development Department
FORM C
MINOR PROJECT SUBMITTAL
APPLICATION

F. ACKNOWLEDGMENTS:

1. The Las Jollas De 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

Signature of Owner/Representative

Executed on (date) __________, at (City) ________________________________

---

THIS SPACE FOR USE OF DESIGN COMMITTEE:

Date Received: _______ Received By: __________ Match Applicant’s Description?: _______

Action: ____________________________________________

Authorized Representative (if applicable): __________________________

(Letter of authorization must be attached)

Address: ________________________________ Phone: __________
**FORM D**

**ADDENDA APPLICATION**

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<th>Lot No.</th>
<th>Street Address</th>
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<tbody>
<tr>
<td>Owner</td>
<td>Phone</td>
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</table>

**Type of Submittal being Supplemented:**

- ( ) Design Submittal
- ( ) Construction Document Submittal
- ( ) Project Submittal

**Date of Original Submittal:**

- The Original Submittal [ ] Has [ ] Has not been approved by the Design Committee.

**Date of This Supplement:**

---

This form and the materials being submitted with it are made a part of the original application. The materials submitted herewith and the reasons for supplement are described below. Please use additional sheets if helpful.

**MATERIALS:**

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FORM E
CONSTRUCTION AGREEMENT

DESIGN COMMITTEE
LAS JOLLAS DE RANCHO GRANDE
CONSTRUCTION AGREEMENT

Lot No. __________________ Street Address ________________________________

Type of Submittal (Check all that apply):

( ) Initial Home Construction/Landscape

( ) Home Alteration/Addition (Major Improvement)

( ) Landscape Alteration/Addition (Major Improvement)

Property Owner(s): _______________________________________________________

Home Address: __________________________________________________________

Phone: Home ________________ 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):

Date ______________________________ ______________________________

Date ______________________________ ______________________________

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 OWNERS:

Date ______________________________ ______________________________
FORM F
NOTICE OF COMPLETION

DESIGN COMMITTEE
LAS JOLLAS DE RANCHO GRANDE
NOTICE OF COMPLETION

Lot No. Street Address

Type of Submittal (Check all that apply):

( ) Initial Home Construction/Landscape

( ) Home Alteration/Addition (Major Improvement)

( ) Landscape Alteration/Addition (Major Improvement)

Date of Submittal: Date of this Notice:

To the Design Committee:

This shall certify that all work encompassed by the above Submittal has been completed and is ready for Final Inspection by the Design Committee.

Please issue your Construction Compliance letter as soon as possible after Final Inspection is approved.

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

Name:

Address:

Phone: Home: Fax: Work:

Owner's Signature: Date:

THIS SPACE FOR USE OF DESIGN COMMITTEE: Date Received:

Received By:

Design Committee Final Inspection Scheduled for at

Final Inspection is complete and approved by the Design Committee on

Approved By:

Other Action:
FORM G
AGREEMENT TO PAY CONSULTANT

TO REMOVE CUT ALONG DASHED LINE

CITY OF ARROYO GRANDE
LAS JOLLAS DE RANCHO GRANDE
AGREEMENT TO PAY CONSULTANT

I/We agree to pay the application processing fees(s) associated with the following project(s):

Property Owner: ____________________________
Case No.: ________________________________
Project: _________________________________
Address: __________________________________
Representative: ____________________________
Tract 1997, Lot ___________________________

I/We understand that the City of Arroyo Grande will utilize cost accounting procedures to pay the cost of City retained planning consultant to process the above application. I/We understand that the $500.00 submitted is a deposit, and failure to pay for the remaining cost of processing the application may delay issuance of a building permit. I/We further understand that the City will bill the remaining cost when various stages of review are completed by the consultant, and agree to pay the bill within one week after receiving it. I/We also understand that this fee is in addition to other City established fees.

I/We am (are) the property owner/authorized agent/applicant for the above project(s)

Signature_________________________________ Date____________________

Signature_________________________________ Date____________________