

**ARCHITECTURAL STANDARDS**  
**LOS SERRANOS RANCH COMMUNITY ASSOCIATION**

**Questions regarding the content of these guidelines should be directed to the  
ARCHITECTURAL REVIEW DEPARTMENT**

**KEYSTONE PACIFIC PROPERTY MANAGEMENT, INC.**  
**16845 Von Karman Ave, Suite 200**  
**Irvine CA 92606**  
**(949) 833-2600**

**ADOPTED:** \_\_\_\_\_

**BY:** \_\_\_\_\_

Dear Homeowner:

Welcome to your new home in the Los Serranos Ranch community! These Architectural Guidelines are designed with the goal of maintaining the aesthetic beauty of Los Serranos Ranch community. Prior to making any exterior change to your home, you must first submit a complete architectural application to the Architectural Review Committee for review and approval. After receiving approval from the Committee or "ARC", you may install your yard improvements.

Please review these "Guidelines" prior to completing your application form to ensure your submittal is complete. If at any time you have any questions regarding the review process, please contact your management representative.

### **PURPOSE AND POLICIES**

The goal of these Guidelines is to preserve and enhance the beauty of the community and to assist the Association Member in the design of plans in agreement with this goal. The ARC shall make decisions regarding any external change or alteration on behalf of and for the good of the community as a whole. Any change not specifically addressed or outlined in these Guidelines will become a matter of reasonable discretion on the part of the ARC. In the event of a conflict between this document and the Covenants, Conditions and Restrictions (CC&R's), the CC&R's shall control.

### **COMMITTEE ROLE**

**SCOPE:** All exterior alterations, additions or changes to any structure or to the landscape of any Lot, must be submitted to the ARC for approval prior to any installation or commencement of construction.

The above mentioned changes include, but are not limited to, walls, arbors, decks, gazebos, fences, pools, spas, landscaping, room additions, etc.

**FAILURE:** Work commenced before architectural plan approval is subject to removal at the cost of the homeowner if subsequently deemed unacceptable by the ARC.

**DEVIATION:** If landscape or any Improvements (hereinafter collectively referred to as "Improvements") have been constructed or installed in a manner which deviates from the plans that were approved, the ARC may make recommendations for changes. If those changes are not complete within forty-five (45) days the matter will be turned over to the Board of Directors to take appropriate remedial action in accordance with the CC&R's.

## **SUBMISSION OF YOUR ARCHITECTURAL APPLICATION**

Your application should be sent to:

Los Serranos Ranch Architectural Review Committee  
c/o Keystone Pacific Property Management, Inc.  
16845 Von Karman Ave, Suite 200  
Irvine CA 92606  
(949) 833-2600

### **How Soon Must I Install My Yard:**

Yards must be installed within six (6) months after the close of escrow. To ensure you can meet this deadline, please plan to submit your architectural application as soon as possible after the closed of escrow.

### **Neighbor Comment Statement**

Page two of the application form is the "Neighbor Comment Statement". Both immediate neighbors must sign off on this form or your application submittal will be considered incomplete and returned to you.

### **What Should My Plan Include?**

Your plan should be drawn on an 8 1/2 x 11 sheet of paper, or a formal plan may be submitted. Your plan should detail what you are proposing to install. The following are examples of items your plan should include. Review the below as you are drawing your plan and detail those items as applicable to your individual Improvement desires. All submissions must be made in duplicate.

1. Type, location and size of shrubs or trees. Include the maximum height at maturity. Be sure to consider the proximity of the building structure and eaves when considering the location of proposed trees.
2. Complete dimensions, or exterior elevations, of the proposed improvements. Be sure to include maximum height of patio covers. Also type of material to be used. Show all dimensions on work to be considered. Include distances between existing and proposed work and setback of proposed work from property lines.
3. Color scheme of end product.
4. Plotted location of sprinklers, drains, trees, shrubs, patios, patio covers, barbecues, pools/spas and associated equipment, and any other structures.

5. Street address, lot number, name and day/evening phone numbers.

#### **When Can I Expect My Application To Be Returned?**

The Covenants, Conditions and Restrictions provide for a forty-five (45) day response time. Although it is likely your application will be reviewed and returned well under the forty-five days provided for in the CC&R's, it is a good idea to anticipate this time frame when planning to make your submittal.

#### **Submittal To The City.**

Upon obtaining the written approval of the ARC, the Owner shall thereafter submit plans and specifications to the City if the proposed Improvements require the issuance of a buildings permit or other City approval. For more information, please contact the City of Chino Hills Building and Permits Department at (909) 590-1511.

#### **Submittal of "Notice of Completion" Form**

After completing construction, submit the "Notice of Completion" form (pg. 3 of the application). Please attach a photo of the completed work to the "Notice of Completion" form and submit to the ARC. If you prefer, you may also contact the Architectural Review Department to schedule an appointment with a representative. This form must be filed with the ARC within thirty (30) days of final completion of your construction.

#### **GENERAL GUIDELINES:**

##### **1. Patio Covers.**

The material which is acceptable for patio covers is wood. The patio cover may be painted to match the trim of your home, white or the color of the exterior stucco. Trellis and beam construction shall be so designed as to provide a minimum of fifty percent (50%) of the total trellis area to open space for the penetration of light and air to areas which it corners. The structure must be consistent and complement the existing architectural features of the home. No aluminum, metal, plastic, fiberglass, cloth, composition shingle or screens may be used.

##### **2. Construction of Walls.**

No Owner shall install or construct any walls or fences on or along the property lines between Lots or between Lots and the Association Property without first having submitted plans and specifications therefor for review and approval by the ARC. No wall or fence shall exceed six feet (6') in height, measured from the established finish grade of the Lot as reflected on approved grading plans. Permitted fencing materials include wood which has been stained, varnished or sealed with a clear finish, natural colored slumpstone or wrought iron, or combination slumpstone and wrought iron. The installation of chain link or other metallic fencing (excepting wrought iron) materials is prohibited.

### 3. Alteration of Walls and Fences.

No Owner shall be permitted to alter, modify, relocate or remove any wall, retaining wall or fence, including the footings thereof, originally constructed by Declarant without the prior review and approval of the ARC and the City, if required.

### 4. Party Walls and Fences.

Each wall or fence which is placed on the property line between two (2) Lots shall constitute a party wall and the general rules of law regarding party walls and liability for property damage due to negligence or willful acts or omissions shall apply. A party wall shall be considered to adjoin and abut against a property line dividing the Lots from the bottom of the foundation over the full length and height of any such wall. Neither Owner shall drive nails, screws, bolts or other objects more than half way through any party wall, interfere with the adjacent Owner's use and enjoyment of the party wall, or impair, in any way, the structural integrity of the party wall. In the event that any portion of such party wall, except the interior surface of one (1) side, is damaged or destroyed from any cause, other than the act or negligence of either party, it shall be repaired or rebuilt at their joint expense.

### 5. Pools, Spas and Hot Tubs

Accessory Equipment:

- (a) Shall be screened from the view of any Lot, and from the public view from any public right-of-way, with acceptable fence or wall material.
- (b) Shall be located where it will not disturb neighboring Lot Owners and sound levels shall meet with local ordinances.
- (c) Shall conform to governing laws and agency regulations.

Heaters:

- (a) Gas fired heaters shall be stackless or low profile in configuration.
- (b) Solar heating systems shall be subject to ARC approval as to the location and exposure to the view from other Lots or public right-of-way. They shall be mounted directly on the roof and be of color, size and shape consistent with the roof line. Color should be as unobtrusive as possible. Solar panels are allowed within the plane of the roof only.

Permits must be obtained for pools, spas and hot tubs. Contact the City of Chino Hills Building and Permit Department between 7 a.m. and 4 p.m. for more information at (909) 590-1511.

### 6. Painting of Residence-Exterior

No resident, building, fence, wall or other structure shall be painted without the prior written approval of the ARC for color. Submit color chip of wall and trim.

### 7. Window Tinting.

Window tinting requests will be considered by the ARC. However, mirror finishes will not be approved.

NOTE: Most failures of dual-glazed units are due to "moisture" condensation that can be traced to the presence of tinted film on the inside of the glass. The deflection caused by the tinted film creates heat build-up and consequent expansion within the airspace of the dual unit, and destroys the butyl seal. Water vapor is thus admitted, and condenses between the planes. In addition, cracking of the window panes may occur. Neither the window manufacturer or the Developer will be responsible for replacement of dual glazed windows should window tinting be applied. The homeowner accepts all responsibility for tint film applied to windows.

#### 8. House Numbers.

House numbers shall be uniform. House numbers other than those originally installed by the Developer, or those approved for the entire association by the Board of Directors, will not be permitted.

#### 9. Lighting.

Exterior lighting must be low voltage (12v). Higher voltage lighting will be approved if it is not directed or if it is placed so that it does not create an annoyance to the neighbors as determined by the ARC.

#### 10. Antennas.

No television, satellite dish, radio, or other electronic antenna or antenna device of any type, or other electronic broadcasting and receiving devices shall hereafter be erected, constructed, placed or permitted to remain on the Covered Property, unless and until the same shall have been approved in writing by the Architectural Committee. Those satellite dishes purchased as an option through West Venture shall be considered approved, however, the location is subject to review by the ARC.

#### 11. Signs.

Without the prior written consent of the ARC, no signs, posters or displays shall be shown or displayed on a Lot excepting one sign of customary and reasonable dimensions which states that the premises are "for sale" or "for rent". No signs may be located in the Common Area of the Association.

#### 12. Window Coverings.

No window in any Residence shall be covered in whole or in part, inside or outside, with aluminum foil, newspaper, paint, reflective tint or any other material reasonably deemed inappropriate for such use by the ARC; provided, however, an Owner may use plain white or other neutral colored sheets to cover windows for a period not to exceed six (6) months after the close of escrow pending the installation of drapes, curtains, shutters or other appropriate interior window coverings.

13. Drainage.

Each Owner agrees for himself and his successors in interest that he will not in any way interfere with the established drainage pattern over his Lot, or that he will make adequate provisions for proper drainage in the event it is necessary to change the established drainage over his Lot. For the purposes hereof, "established drainage" is defined as the drainage which occurred at the time the overall grading of the Covered Property was completed by the home builder. Alteration of said established drainage can cause trapped water, which may result in the shifting of and damage to the foundation of an Owner's Residence and neighboring Residences. Homeowner's are strongly advised to consult landscape architects and/or qualified civil engineers or contractors for advice prior to the installation of yard landscaping or any alteration to the drainage pattern.

14. Temporary Structures.

No structure of a temporary character, trailer, tent, shack, garage, shed, barn or other out-building shall hereafter be used on any Lot at any time, either temporarily or permanently.

15. Non-liability for Approval.

Plans and specifications are not approved for (a) engineering design, (b) compliance with zoning and building ordinances, and other applicable statutes, ordinances or governmental rules or regulations, (c) compliance with the requirements of any public utility, (d) any easements or other agreement, or (e) preservation of any view and by approving such plans and specifications neither the Architectural Committee, the members thereof, the Association, the Owner, the board nor Declarant, nor agents, employees, attorneys or consultants of any of the foregoing, assume liability or responsibility therefor, or for any defect in any Improvements constructed from such plans and specifications for any obstruction or impairment of view caused or created as the result of any Improvements approved by the Architectural Committee.

## LOS SERRANOS RANCH

### ATTACHMENT TO ARCHITECTURAL STANDARDS

#### HOMEOWNER MAINTENANCE GUIDELINES

As homeowners, you are accustomed to maintaining your home; that is, you expect to paint your house periodically, clean out clogged plumbing, repair roofs, etc. Maintenance of a hillside homesite must be considered on an even more serious basis because neglect can result in serious consequences. In most cases, lot and site maintenance are far cheaper to you than repair after neglect.

Most hillside lot problems are associated with water. Uncontrolled water from a broken pipe, septic tank, excess landscape watering, or unusually wet weather causes most damage. Slope problems in California most commonly occur during the rainy winter season. Rainfall can be quite variable and may be torrential or prolonged. Therefore, drainage and erosion control are important aspects of homesite stability. Facilities built into the developed lot must not be altered without competent professional advise. Maintenance of the facilities must be carried out to assure their continued operation. Therefore, we offer the following list of "Do's" and "Don'ts" as a guide to you:

#### DO's

1. If applicable, check roof drains, gutters and downspouts to be sure they are clear. Although gutters and downspouts are not a geotechnical requirement, they may be suggested to possibly enhance other acceptable systems or drainage schemes devised by the architect or civil engineer. If you do not have roof gutters and downspouts, you may wish to install them because roofs and their large surfaces can shed tremendous quantities of water. Without gutters or other adequate drainage provisions, water falling from eaves can collect against the structure's foundation, which is undesirable.
2. Clear drainage ditches and check them frequently during the rainy season.
3. Check all paved interceptor ditches ("V" ditches) to be sure that they are clear and functioning properly, if applicable to your lot. These drainage devices may be located at the tops of slopes (brow ditch), within a slope (interceptor terrace), or at the bottom of slopes. Malfunctioning (overflow) of such drains can result in serious erosion problems within slopes, and when left malfunctioning, may cause slope instability.
4. Be sure that all drain outlets and weep-holes (in retaining walls) are open and clear of debris, vegetation and other material which could block them in a storm. If blockage is evident, have it cleared.

5. Limit or stop landscape irrigation altogether during the rainy season when little irrigation is required. Over-saturation of the ground can cause subsurface changes that may lead to damage of the surface.
6. If you change landscaping on the slopes, disturb the soil as little as possible and use drought resistance and deep-rooting type plants that require a minimum amount of landscape irrigation.
7. Watch for water backup inside the house at sump drains and toilets, since this indicates drain or sewer blockage.
8. Watch for wet spots on your property. These may be natural seeps or an indication of broken water or sewer lines. In either case, obtain competent advice regarding the problem and its correction.

#### DON'Ts

1. DON'T over-irrigate or leave a hose or sprinkler running unattended. This is particularly important on or near a slope. Ground cover and other vegetation will require moisture during the hot summer months, but during the wet season irrigation can cause ground cover to pull loose. This not only destroys the cover, but also starts serious erosion. Ten to fifteen minutes of watering per day is considered maximum necessary to develop and maintain good plant growth in Southern California.
2. DON'T alter lot grading configuration without competent advice. The man-made slopes and grades on your lot were designed to carry away water runoff to a place where it can be safely distributed or discharged.
3. DON'T block or alter ditches which have been graded around the house or lot pad. These shallow ditches have been put there for the purpose of positive drainage so that water is quickly directed toward the driveway, street or other suitable outlet.
4. DON'T block or alter ditches or drains. Water backed up in surface drains will overflow and may infiltrate slopes which in turn will lead to instability. Maintain the ground surface upslope of lined or paved ditches to ensure that surface water is collected in the ditch and is not permitted to collect behind or flow under the lining.
5. DON'T permit water to collect or pond anywhere on your lot. Such water will either seep into the ground, causing unwanted saturation, or will overflow onto slopes and begin erosion. Once erosion is started, it is difficult to control and severe damage may result rather quickly.

6. DON'T direct water over slope, even where this may seem a good way to prevent ponding. This tends to cause erosion and slope instability.
7. DON'T let water pond against foundations or retaining walls. These walls are built to withstand the ordinary moisture in the ground and, where necessary, are accompanied by subdrains to carry off excess subsurface water. However, excess surface water must be directed away from these structures.
8. DON'T connect roof drains, gutters, or downspouts to existing subsurface drains which may not have been designed for that purpose. Instead, collect the water in lined ditches or separate, non-perforated pipe drain systems and conduct it to the nearest street or other approved area. Such flow should not be directed onto natural ground, unless approved by competent professionals.
9. DON'T try to compact earth in trenches (e.g., irrigation line trenches) by flooding with water. Not only is flooding the least efficient way of compacting fine-grained soil, but this could saturate and reduce the bearing capacity of supporting soils, potentially causing damage.
10. DON'T change surface elevation grade behind retaining walls or against building walls because this would increase the lateral loading on the walls, which could result in damage to such walls.

In conclusion, the slope, above or below your property, is as important to you as the slope that is within your property lines. For this reason, it is desirable to develop a cooperative attitude regarding hillside maintenance, and we recommend developing a "good neighbor" policy. Should conditions develop off your property which are undesirable from indications given above, necessary action should be taken by you to ensure that prompt remedial measures are taken.

There are a number of subsurface drain outlets which are located throughout the project. These drain outlets serve to provide drainage of accumulated subsurface water from specific areas encountered during earthwork construction. These outlets generally consist of 4- to 8-inch diameter plastic pipe and may or may not transmit water from time-to-time as seasonal rainfall and/or irrigation increases or decreases throughout the year. These drain systems/outlets should be maintained so that they remain open and functional. Blocking, plugging, and/or altering of these outlets could have a significant effect on site stability or performance. Periodic inspections/maintenance of these facilities should be incorporated into the Homeowners Association and lot owners' practices.

#### Natural Slopes

In addition to the drainage system outlets discussed above, special note is made here regarding the maintenance of descending natural hillside areas. Alterations to the slope configuration, vegetation, or surface drainage in and around these slope areas should not be undertaken without competent professional advice.

Due to the steep nature of these slope areas, the potential for continued minor erosion and/or sloughing exists and may be anticipated. In order to minimize this potential, efforts should be made to maintain positive surface drainage away from the top of the slope. It is important that water not be allowed to accumulate, pond, or flow over the top of this slope area. Landscape irrigation of upslope areas should be minimized so as to just support a drought tolerant type of vegetation. It is also important that the area at the base of the slope not be altered from its present configuration. Removal of any material along the base of the slope could seriously affect the stability and performance of this slope, resulting in damage.

### GENERAL RECOMMENDATIONS

The following general guidelines for project maintenance apply to all areas of Los Serranos Ranch Community Association homeowners:

#### Landscape Maintenance and Planting

Water has been shown to weaken the inherent strength of soil materials and can cause expansion in susceptible soil materials. Slope stability is significantly reduced by overly "wet" conditions. Positive surface drainage away from graded slopes should be maintained and only the amount of irrigation necessary to sustain plant life should be provided for planted slopes and yards. Overwatering the landscaped areas could adversely affect proposed site improvements. From a geotechnical standpoint, leaching is not recommended for establishing landscape. If the surface soils are processed for the purpose of adding amendments, they should be recompact to 90 percent relative compaction.

Graded slopes constructed within the development are considered erosive. Eroded debris may be minimized and surficial slope stability enhanced by establishing and maintaining a suitable vegetation cover soon after construction. Regrading of slopes should only be performed under the direct supervision of qualified professions (i.e. civil engineers, geotechnical engineers, engineering geologists). Jute matting and/or similar synthetic products may be considered in order to promote vegetation and retard erosion.

Plant selected for landscaping should be lightweight, deep-rooted types which require little water and are capable of surviving the prevailing soil conditions and climate. Consideration should be given to the type of vegetation chosen and their potential effect upon surface improvements (i.e., some trees will have an effect on concrete flatwork with their extensive root systems).

We recommend that any proposed open bottom planters adjacent to proposed structures be eliminated and/or minimally irrigated for a minimum distance of 10 feet. As an alternative, closed bottom type planters could be utilized. An outlet placed in the bottom of the planter could be installed to direct drainage away from structures or any exterior concrete flatwork.

### Drainage

Positive site drainage should be maintained at all times. Drainage should not flow uncontrolled down any descending slope. Water should be directed away from foundation system at a minimum of 1% to 2% for a distance of 5 to 3 feet, respectively, and not allowed to pond and/or seep into the ground. Pad drainage should be directed toward the street or other approved areas. Roof gutters and downspouts may be a consideration to control roof drainage. Areas of seepage can develop due to irrigation or heavy rainfall. Minimizing irrigation will lessen this potential. If areas of seepage develop, recommendations for mitigating the condition should be obtained from qualified professionals.

### FLATWORK RECOMMENDATION FOR EXPANSIVE SOILS

1. Planters and walls should not be tied to the house.
2. Driveways, sidewalks, and patios adjacent to the house should be separated from the house with thick expansion joint filler material. In addition, all sidewalks and driveways should be quartered and poured with expansion joints no farther than 8 to 10 feet apart.
3. Overhang structures should be supported on the post-tensioned slabs or structurally designed continuous footings tied in at least two directions.
4. Any masonry landscape walls that are to be constructed throughout the property should be fully grouted and articulated in segments no more than two, 20 feet long.
5. Utilities should be enclosed within a closed utility door or designed with flexible connections to accommodate differential settlement and expansive soils conditions.
6. Finish grade on the lots should provide a minimum or 1-2 percent fall to the street as previously indicated. It should be kept in mind that drainage reversals could occur if relatively flat yard drainage gradients are not maintained.

### TILE FLOORING

Tile flooring can crack, reflecting cracks in the concrete slab below the tile, although small cracks in a post-tensioned slab may not be significant. Therefore, when installing tile, the tile installer should consider installation methods that reduce possible cracking of the tile such as slipsheets. Slipsheets or a vinyl crack isolation membrane (approved by the Tile Council of American Ceramic Tile Institute) is recommended between tile and concrete slabs on grade.

### GUTTERS AND DOWNSPOUTS

The installation of gutters and downspouts are recommended for collecting roof water that may otherwise infiltrate the soils adjacent to the structures. The downspouts should be drained away from the foundation and collected in drainage swales or other approved drainage systems designed by a registered civil engineer to convey the water away from the foundation.

### EXTERIOR SLABS AND WALKWAYS

Exterior concrete slabs-on-grade (walkways, patios, etc.) should be constructed with a minimum four inch thick slab, and reinforced with steel rebar or welded mesh. The reinforcement should consist of No. 3 rebar placed at 18 inches on center in two horizontally perpendicular directions (long axis and short axis), or 6x6-6/6 welded wire mesh. It is important for the performance of the slab that the reinforcing be located near mid-slab thickness using chairs, supports, etc. Hooking is not an acceptable method of reinforcement placement, and is not recommended.

Distortions on the exterior slab-on-grade due to expansive soils and proximity to slopes may warrant additional mitigation. This may include crack control joints (4 to 6 feet spacing in horizontally perpendicular directions (long axis and short axis), and expansion control joints at intervals 10 feet or less. Other considerations for mitigation may include the use of thickened edges for slabs at the top of slopes, fiber mesh mixed into the concrete, or pre-saturation of subgrade soils to 130 percent of optimum moisture content, to a depth of 18 inches.

Due to expansive soils, air conditioning (A/C) units should be supported by slabs that are incorporated into the building foundation (PT slab) or constructed on a rigid slab with flexible couplings for plumbing and electrical lines. A/C waste water lines should be drained to a suitable outlet (see above).

### SOLUBLE SULFATES

Typical samples of the site materials were analyzed for soluble sulfates. Please refer to the compaction report for grading for your individual lot. Due to sulfate levels in the soils, sulfate-resistant concrete should be utilized for all patios, walkways, and any concrete improvements.