

STRAWBERRY HOLLOW **ARCHITECTURAL APPROVAL PROCESS**

The Architectural Committee must review and approve all construction which takes place within the development. This includes homes, grading, driveways, fences, walls, gates, antennas and anything else placed on the lot.

The Architectural Committee consists of one regular member:

Loren Peterson
PO Box 2141
Pine AZ 85544
Telephone: 520-472-4477
Fax: 520-472-7768

All design review applications are sent to Loren. If the submittal is incomplete, Loren will notify the owner or builder for the additional information before the review is started. If you have questions regarding the review process, contact Loren.

The most important key to a quick approval of your project is a complete submittal. We will not start a review, look at plans, or consider materials, until the submittal, together with all required samples, plans, and a check for the review fee are received.

All submittals, changes and responses must be in writing. No member of the Architectural Committee has the authority to approve any request verbally.

It may be necessary for you to submit samples of exterior siding, roofing materials and other items. In an attempt to avoid the submittal of any more samples than is absolutely necessary, we have included brand names of materials that are acceptable. If you intend to use one of these brands, you do not need to submit a sample. We will modify this list in the future to include other manufacturers as we approve them.

As soon as we have a complete submittal, it will be reviewed as quickly as possible. A complete submittal with acceptable detailed plans can be reviewed and a response given in less than two weeks. As mentioned before, we will not start a review until it is complete. Sending partial information, or plans which do not show adequate detail, take much longer and cause much inconvenience for you and us. PLEASE make a complete submittal the first time. We know that a quick response is important to you and we try very hard to get reviews out as soon as possible.

Upon final approval of your application, the written approval will be sent to you upon receipt of the construction/clean-up deposit in the amount of \$2.00 per square foot of proposed construction, payable to Strawberry Hollow Property Owners Association.

After obtaining your written receipt, you can proceed to the Gila County Building Department for your construction permit.

We know that this process can be tedious for you and for the Architectural Committee. Try to be patient and remember that our sole purpose is to protect the aesthetic integrity of Strawberry Hollow for all owners, and thereby protect your investment.

Loren Peterson
For the Architectural Committee

STRAWBERRY HOLLOW
DESIGN REVIEW APPLICATION
AND CONSTRUCTION AGREEMENT

The design review process is an aesthetic review only and does not consider structural elements or applicable building codes.

GENERAL INFORMATION

LOT # _____

Property Owner _____

Address _____

Phone _____ Fax _____

Contractor _____

Contact Person _____ License # _____

Address _____

Phone _____ Fax _____

Architect/Designer _____

Address _____

Phone _____ Fax _____

EACH SECTION OF THIS APPLICATION INCLUDES A CHECKLIST WHICH **MUST** BE COMPLETED BY THE OWNER.

PLEASE BE SURE TO CHECK ONE BOX ON EACH LINE.

REQUIRED PLANS

1. SITE PLAN

Two copies of a site plan to scale on 8½ x 11” paper must be submitted as part of your application.

Details on site grading must be shown. We encourage you to keep all grading to a minimum. If a driveway is built across a slope, a cross section showing how you intend to hand cut and fill must be included.

Owner
Checklist Not
 Applicable

THE SITE PLAN MUST INCLUDE THE FOLLOWING:

Grading & Contours	[]	[]
Show all limits of Cut & Fill	[]	[]
House location on lot & setbacks	[]	[]
Driveways & all slabs	[]	[]
Detached structures (storage, etc.)	[]	[]
Satellite & communications equipment	[]	[]
Boat or RV storage locations	[]	[]
Air conditioning equipment	[]	[]
Fencing for dog runs	[]	[]
Spa location	[]	[]
Retaining walls	[]	[]
Electrical boxes and sub boxes	[]	[]
Utility trench locations	[]	[]

Approved by Architectural Committee _____ Date _____

3. FLOOR PLANS.

Floor plans for each structure must be to scale and be provided on minimum 18"x24" paper. Submit two (2) copies.

Owner Checklist Not Applicable

THE FLOOR PLAN MUST INCLUDE THE FOLLOWING:

Room locations and all dimensions	[]	[]
Mechanical for heating, cooling, etc.	[]	[]
Window & door details	[]	[]
Patio & decks	[]	[]
List all interior materials	[]	[]

Approved by Architectural Committee _____ Date _____

MATERIAL SPECIFICATIONS

4. DRIVEWAYS

Indicate the type of finished surface your driveway will have. The surfaces described below are pre-approved. Provide specific information under other if you wish to submit something else for approval.

Owner Checklist Not Applicable

Integral colored concrete – Color:_____	[]	[]
Concrete with broom finish	[]	[]
Concrete with exposed aggregate	[]	[]
Asphalt	[]	[]

Other: _____

Approved by Architectural Committee _____ Date _____

5. STEM WALLS

Exposed standard block or painted block is not acceptable. The surfaces described below are pre-approved. Provide specific information under other if you wish to submit something else for approval.

	Owner Checklist	Not Applicable
Splitface block	[]	[]
Stone veneer	[]	[]
Stucco	[]	[]
Wood faced – Please submit detail	[]	[]

Other: _____

Approved by Architectural Committee _____ Date _____

6. EXTERIOR LIGHTING

The CC&R's state: "No direct outdoor lighting is allowed on a Lot, nor is any other outdoor lighting permitted on a Lot that may be or may become an annoyance or a nuisance to or that may in any way interfere with the quiet enjoyment of any owner of his or her respective lot". If you intend to use exterior lighting, we need complete details. Indicate the type of lighting below and show the location of the light fixture on the site plan.

	Owner Checklist	Not Applicable
I do not intend to use outdoor lighting	[]	[]
I wish to have outdoor lighting as described below	[]	[]

Type: _____

Brand: _____

Style: _____

Approved by Architectural Committee _____ Date _____

7. ROOFING

Indicate the type of roofing material you will use. If asphalt shingles are to be used, they must be Architectural Composite shingles and may not be white or reflective colors. The following roof materials are pre-approved, except as to color. Provide specific information under other if you wish to submit something else for approval. Indicate the color, brand and model of the material you intend to use.

	Owner Checklist	Not Applicable
Architectural composite asphalt shingle #25 minimum	[]	[]
Standing seam metal roof	[]	[]
Wood shake	[]	[]
Fiberglass	[]	[]
Tile	[]	[]
Other: _____		
Brand _____		
Color _____		

Samples of your roofing will be required if the product has not been previously approved. Brands of asphalt shingles, which are pre-approved, include Elk Prestige, Tamko American Heritage Series, Owens-Corning Oak Ridge 11 Series, or Genstar High Sierra.

Approved by Architectural Committee _____ Date _____

8. WINDOWS

Indicate the type of windows you intend to use. If aluminum, they must be painted or bronze anodized. Stainless steel, polished aluminum or other shiny metal may not be used. Please provide a brochure from the window manufacturer together with a color sample indicated in the brochure.

	Owner Checklist	Not Applicable
Wood Windows	[]	[]
Aluminum clad wood windows	[]	[]
Vinyl clad aluminum	[]	[]
Painted aluminum windows	[]	[]

Other: _____

Color: _____

Brand: _____

Style: _____

Approved by Architectural Committee _____ Date _____

9. DOORS

Indicate the type of exterior doors you intend to use. We recommend solid core wood doors with a satin finish.

Material: _____

Color: _____

Brand: _____

Style: _____

PLEASE SUBMIT PICTURE OR BROCHURE

Approved by Architectural Committee _____ Date _____

10. GARAGE DOORS

Indicate the type of garage doors you will use. We recommend wood or metal doors with raised panels and window lites. Galvanized or other high gloss surfaces will not be approved.

Material: _____

Color: _____

Brand: _____

Style: _____

PLEASE SUBMIT PICTURE OR BROCHURE

Approved by Architectural Committee _____ Date _____

12. EXTERIOR FINISH

Indicate the type of exterior finishes you will use.

	Owner Checklist	Not Applicable
5/8" minimum shiplap wood – pine or cedar	[]	[]
3/4" minimum tongue & groove – pine or cedar	[]	[]
Board and bat – pine or cedar	[]	[]
Structural logs or real log veneer	[]	[]
Stone veneer	[]	[]
Split face block	[]	[]
Stucco with heavy stone or brick accents	[]	[]
Structural logs or real log veneer	[]	[]
Other: _____		

T-111 is not acceptable for siding. Indicate how your exterior finish will be finished and provide a color chip. All paint or stain must be flat or low sheen. If you are using different colors on different portions of any structure, indicate the colors on your plans. If you are using the same color on the entire exterior, simply fill in the information below and provide the color sample.

Stain color: _____

Paint color: _____

Approved by Architectural Committee _____ Date _____

12. TRIM

Indicate the type and color of trim you will be using. Provide a paint chip or indicate that the color is the same color as the siding.

	Owner Checklist	Not Applicable
Wood painted	[]	[]
Wood stain to match exterior siding	[]	[]
Other: _____		
Color: _____		
Brand: _____		
Style: _____		

Approved by Architectural Committee _____ Date _____

13. PATIOS & DECKS

Please indicate how your patios and decks will be built. Show complete construction details on your building plans including information on how the outside will be finished, details on railing and column supports. Please check as many of the following as are applicable. If you have more than one patio or deck and they are constructed differently, make a copy of this page and submit separate information for each patio.

	Owner Checklist	Not Applicable
Construction is slab on grade	[]	[]
Construction is raised wood structure	[]	[]
Siding will match house	[]	[]
Roofing will match house	[]	[]
Columns to floor level are stone	[]	[]
Columns and stem walls are concrete block surfaced in:		
Split face [] Stucco [] Stone veneer []		Wood []
Lattice will be installed to conceal the area below patio []	[]	[]

Approved by Architectural Committee _____ Date _____

14. OTHER BUILDINGS

No separate buildings will be allowed on any lot. Any additional structures must be connected to the main residence in a manner acceptable to the Architectural Committee and must be shown on the site plan and renderings. Use a copy of this form to provide all of the same information on each additional building. Architecture and exterior materials of additional buildings should match the main structure. Other buildings include garages, sheds and other structures that are attached.

Owner Checklist Not Applicable

This application does not include any buildings other than the home. [] []

I am constructing other buildings. I have shown them on the site plan and have included a separate application form for each. [] []

Other building #1 is a _____

Other building #2 is a _____

Other building #3 is a _____

Approved by Architectural Committee _____ Date _____

14. CLEARING OF LOTS

People purchase property in the forest for a variety of reasons, with the two motives on the top of that list being climate and trees. Fire risk is inherent in this environment and purchasers generally recognize this fact and accept it. People who are very focused on fire risk tend to build in areas like Payson where the lack of vegetation minimizes the risk.

Buyers prefer developments, which have restrictions to protect the forest vegetation and prevent unnecessary scarring of lots either intentionally by owners or by animals such as horses, etc. Our CC&R's contain such restrictions. We approve of the removal of all dead vegetation on lots and the clearing of a reasonable buffer around the improvements. Any further clearing may not be done without first submitting a specific clearing plan and obtaining the approval of the Architectural Committee.

The Architectural Committee will not approve the clearing of a lot or the construction of a driveway until it has received and approved a complete submittal and a building permit has been obtained from the County.

16. SIGNS

Pursuant to the CC&R's owners are allowed to place a "for sale" sign on their property for 30 days. Offsite signs are not permitted. The sign should be removed immediately on completion of the sale. During the construction of a home, a single sign with the name of the general contractor or owner may be installed. Additional signs for subcontractors are not permitted. Construction signs must be removed immediately upon completion of the project.

No sign may exceed 18"x24" and all signs should be of quality construction and mounted on a post. Please do not nail signs to trees. Paper or plastic signs purchased from the local hardware store saying 'No Trespassing' or anything else is unacceptable. Attractive custom-built signs saying such things as 'Private Driveway' etc. are acceptable, but must be approved by the Architectural Committee.

17. MISCELLANEOUS

No construction equipment or materials may be left in the street. This includes dumpsters and portable toilets. Please contain all construction materials and equipment on the site.

Aboveground pools are not permitted. Aboveground spas are okay provided they are screened and/or built into a landscaping component.

Metal sheds are not permitted.

SUBMITTAL CHECKLIST

A complete submittal includes:

- Completed Application []
- Two (2) copies of Site Plan []
- Two (2) copies of Elevation []
- Two (2) copies of Floor Plans []
- Roofing material sample, if required []
- Exterior finish sample, if required []
- Stain & paint color samples []
- Garage door picture/brochure & information []
- Window brochure & color []
- Door picture/brochure & information []

Please send your completed application form together with all required plans and materials to:

Loren Peterson
PO Box 2141
Pine AZ 85544
Telephone: (520) 472-4477
Fax (520) 472-7768

Upon final approval of your application, you will be contacted and then must submit your construction/clean-up deposit in the amount of \$2.00 per square foot of proposed construction to Strawberry Hollow Property Owners Association. After receipt of the written approval you will submit your plans and a copy of the written approval from the Committee to the County in order to obtain a building permit.

I hereby represent that I have read, understand and agree to all of the terms and conditions of the Design Review Application and Construction Agreement. As the owner of the property, I represent that this is an accurate and complete description of all construction details and that construction will be completed as described herein. I agree to submit a written application for any changes I decide to make and agree not to proceed with the changes until approval is obtained.

Property Owner

Date