



**THE AVALON MANAGEMENT GROUP, INC.**  
*"Excellence in Association Management"*

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Dear Roripaugh Hills Owner,

Thank you for requesting the enclosed APPLICATION FOR IMPROVEMENTS

As you are aware, the governing documents of Roripaugh place a requirement on both the Board and the individual owners to have all improvements to the exterior of the home or lot approved in writing by the Architectural Control Committee (ACC) prior to beginning the work. The enclosed form is the first step in the process.

The form itself is self-explanatory and has been modified at the request of the owners to be easier to read and complete. What the ACC is looking for is a description of what you want to do, and the materials and colors that will be used. Blueprints and/or diagrams are required for anything other than color changes. If blueprints and/or diagrams are submitted you will need to provide two copies. Samples of colors to be used must also be submitted.

Due to the overwhelming requests from owners, the governing documents and legal advice the ACC has, there is a place for Adjacent Owner Acknowledgement. This section is the most frequently overlooked area and as result of not being completed is the main reason the majority of the application are denied. What the ACC is looking for is to have you go to the neighbors which would be impacted by your improvement and sign that they know that the improvements may take place. By example, if you wish to add a large trellis to your back yard, you would need to have each owner that could see your improvement sign on the form. This would include owners next to you and immediately behind your home. If, by example, you wish to install a structure in front of your home you would include owners next to you and across the street. When in doubt, have everyone around sign.

After we receive the completed form back from you, we will review it to be sure that is has been completed, and if so, will forward it to the ACC for approval. At that time we will send you a confirmation indicating we have received your application. If you do not receive this confirmation please contact our office.

You will be notified in writing within thirty days of our confirmation if the application is approved, denied, or if changes need to be made. You may not begin any work until you receive the written notification of approval.

Should you have any additional questions, please do not hesitate to call.

Very truly yours,

Sheryl Whitaker  
For the Roripaugh Hills Homeowners Association  
Board of Directors

*The following is an excerpt from the governing documents:*

ACC HELPFUL HINTS

**C. What Requires Approval?**

Additions or modifications of any of the following:

1. All exterior decks, patio covers, awnings, doors, shutters, or other attachments to the house, regardless of size or material.
2. All exterior railings, walls, fences, fountains, bird baths, statues, signs, poles, posts, patios, walkways, brick or stone facing, or any other hardscape.
3. All exterior color changes to the original color scheme of the house (including stucco, trim, and roof).
4. All window coverings. (see exceptions below)
5. All permanent or portable “basketball standards” including backboards, hoops, posts and other hardware associated with installation thereof. (See D.4 below)
6. All exterior trees, shrubs, flowers, or other vegetation. This includes removal and/or replacement of original landscaping. (See exceptions D.6 below)

**D. Exceptions to the Need for Approval**

The following list represents those additions or modifications, which may be made without petitioning the approval of the Committee. The items have been excepted because of the low risk of harm to the community aesthetics and a blanket authority already granted by the committee and the Board of Directors.

1. White or off-white screen doors.
2. Seasonal decorations, provided that they are installed no earlier than (30) days prior to the holiday and removed no later than (15) days after the holiday.
3. Portable basketball structures are permitted within view of the front of the house only during active play. When play is completed, the basketball structure must be removed from exterior view. Otherwise, if the portable structures are left permanently in sight, Committee approval is required per C.5 (above), and in accordance with the guidelines noted in IV.E(6) below.
4. White or off-white window coverings, blinds and/or interior shutters.
5. Steel roll-up garage doors may be installed without prior approval – in either white or almond color, with or without windows. All other colors require approval by the ACC.
6. Plants (not of a wild, weed variety) which will not grow to be greater than 3 feet in height, may be planted in any front yard providing that removal of original landscaping (i.e. sod or ground cover) is not necessary. (See C.6 above) Similarly, plants which will not grow to be greater in height than the surrounding fence, may be planted in the back yard. Please note, a homeowner who intentionally fails to comply with the height restrictions, and/or plants “nuisance plants” which threaten to or do in

fact encroach on another homeowner's property (including roots) may be required to submit a formal application to the Architectural Committee and/or remove the offending vegetation. To avoid future inconvenience, homeowners are encouraged to research and know the characteristics of the vegetation which is planted.

### **E. Basic Guidelines for Approval**

While specific rules cannot be formulated to provide coverage for every situation, the following should be considered when planning an improvement project:

1. All color schemes should blend with the neutral color scheme of the community.
2. Obstruction of neighbors' views.
3. No improvement should be made which will impede drainage, or impact the lateral stability of an adjoining lot.
4. Security gates, fences or walls should not be planned so as to interfere with the ability of fire or police equipment to respond during an emergency.
5. Designs of structures should remain compatible with the architectural scheme of the community. Structures should not be out of proportion to or out of place with surrounding structures.
6. Permanent basketball standards (i.e. post and backboard permanently anchored in the ground) planned for the front yard, should be planned so as to be situated along the edge of the driveway nearest to the side property line, and approximately midway between the garage and where the property meets the sidewalk.
7. The following items are strictly forbidden:
  - a. Basketball backboards and/or hoops affixed directly to the house structure.

**RORIPAUGH HILLS OWNERS ASSOCIATION  
43529 Ridge Park Drive  
Temecula, CA 92590**

**Owner Information**

Owner(s) Name:	Phone Numbers	Date of this Application
Address of Property	Mailing Address	
Description of proposed improvements, attach <u>two copies</u> of all sketches, plans, colors, etc. as necessary		

I will assume the responsibility for all work on the above proposed improvement that I or others accomplish which may, in the future, adversely affect the lot(s) or the common area. I will assume full responsibility for all future maintenance of the above

\_\_\_\_\_ dated \_\_\_\_\_                      \_\_\_\_\_ dated \_\_\_\_\_

Signed by Owner    Signed by Owner

**Adjacent Owner Acknowledgement**

On any improvement which would be visible from any adjacent lots, or be impacted by your improvements, notification to that lot is required. Please have all lots that may be impacted, or can see your improvement, sign that they are aware of the proposed improvements in the spaces below:

I am aware of the above proposed improvements, any objections will be mailed separately to the Board of Directors, signed  
Address:

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**The Improvement**

Contractor Name:	License #	Phone Numbers:
Estimated Start Date:	Estimated Completion Date:	Permit #
Description of Materials to be Used:		
Dimensions:		

**For ACC Committee**

Date Received by ACC:	Date Reviewed by ACC:
Approval Date:	Denial Date:                      Subject to:
Notes:	