

**ARCHITECTURAL / LANDSCAPE MODIFICATION REQUEST**  
**CASTLE ROCK HOMEOWNERS' ASSOCIATION**  
“A Common Interest Community”

As stated in our Declaration of Covenants, Conditions and Restrictions (CC&Rs) for Castle Rock HOA, our Architectural Committee must approve all exterior modifications to your home or property prior to the project's start date. **Please submit three copies of this form and your supporting information no less than four weeks prior to the proposed project start date.** After review of your request, our Architectural Committee will meet with you to introduce themselves and review the project with you. You will be informed at that time of your project status - approval and/or modifications.

Homeowner Name(s): \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please describe your proposed modification (architectural or landscape) and its specific location by including a diagram of the project including dimensions, materials, and colors to be used, proposed vegetation, location on the property, lot lines, easement lines (plot plan) and distances. Include as much information as possible for our committee to evaluate – minimizing any subsequent questions. For paint colors, provide a 12"x12" color sample.

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Who will perform the actual work? \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

**Please note that on July 25, 2005 the Board of Directors revised the Rules and Regulations to state that a project submittal is only valid for 120 days - after which a new application will be required for approval.**

Homeowners must send any proposal/request for modifications to their home or property by certified mail or deliver in person to Associa Sierra North Management, at the address below. Please do not ask a Board or Committee member to manage your request. If you have questions or suggestions, please contact Associa Sierra North directly.

**It is the homeowner's responsibility to follow-up to verify that our management company has received your application.**

**Return three (3) copies of this request and supporting documents to:**

**Castle Rock Homeowners' Association  
Chairperson, Architectural Committee  
c/o Associa Sierra North  
10509 Professional Circle, Suite 200  
Reno, NV 89521  
Phone 775-626-7333 - Fax 775-626-7374  
Laura Carr, Community Manager  
Email: lcarr@associasn.com**

# **CASTLE ROCK HOMEOWNERS ASSOCIATION**

## **HOMEOWNER ARCHITECTURAL SUBMITTAL PACKAGE MUST CONTAIN:**

- 1. Landscape Submittal Form (Page 1, 3)**
- 2. Plant List, must ultimately be accepted by Landscape Committee upon review of proposed landscaping plans.**
- 3. Lot Plan**
- 4. Outbuilding/Shed Requirements**
- 5. Fence Guidelines**
- 6. Landscape Waiver**

# CASTLE ROCK HOMEOWNERS ASSOCIATION

## LANDSCAPE PLAN SUBMITTAL FORM OUTLINE

To expedite the approval of your plan through the Architectural Committee, please include all of the following in your landscape plan (consisting of two pages).

- I. Standard items required to be shown on your landscape plan  
Please submit plan on an 8-1/2 X 11 sheet of plain white paper.

- A. House footprint (including garage).
- B. Driveway.
- C. Existing concrete walkways (including sidewalk).
- D. Lot number & address
- E. Adjacent street(s).
- F. Northpoint and drawing scale (if scaled).
- G. Existing adjacent common area rock walls.
- H. Property lines.
- I. Any drainage considerations.
- J. Proposed concrete layout.
- K. Plant name abbreviation, with symbol at exact location of desired plants.
- L. Legend of abbreviations used in the landscape plan.

II. Plant List & Ground Cover

Please submit on separate 8-1/2 X 11 sheet of plain white paper.

Plant list must include the following:

- A. Plant abbreviation and legend - as shown on your plan.
- B. Name of plant
- C. Size of plant (at time of planting).
- D. Size of plant (at maturity).

Note:

- A. The committee requests that front yard landscaping plans include the garage side property line  
Minimum plant size requirement: Three (3) or Five (5) gallon plants depending on plant type.

III. Ground Cover

- A. Proposed plant name and specific information regarding color and type.
- B. Type of rock (size and color)

All plans must be legible and in map/diagram form (narrative plans without the above requirements included will not be accepted.)

Please see attached pages for example.

# CASTLE ROCK HOMEOWNERS ASSOCIATION

## **EXAMPLE ONLY**

### **PLANT LIST**

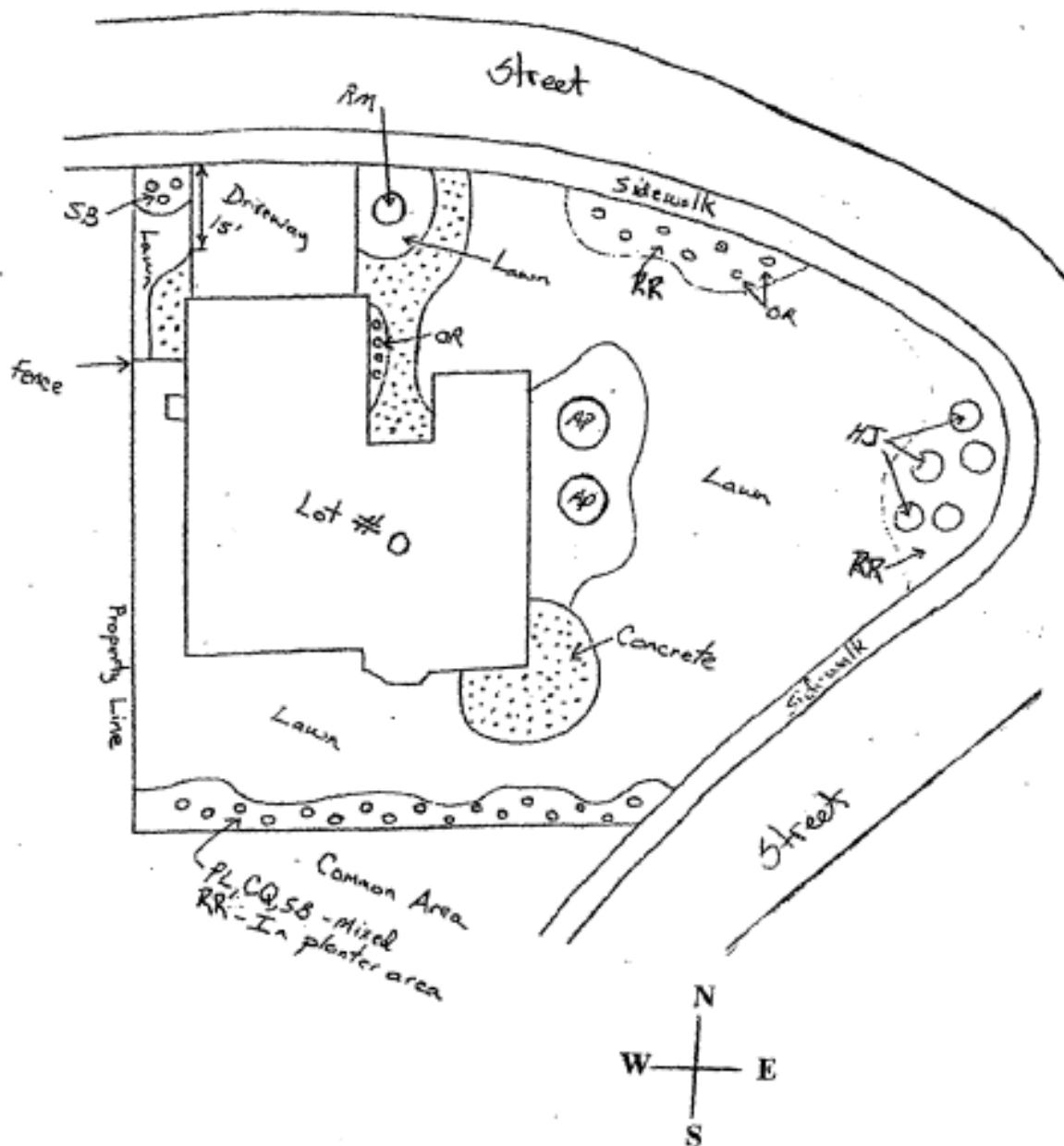
<u>ABBREVIATION</u>	<u>NAME</u>	<u>PLANTED TREE BUSH SIZE</u>	<u>MATURITY TREE BUSH SIZE</u>
AP	AUSTRIAN PINE	8'-10'	25'
RM	RED MAPLE	3 GAL	20'
OR	ORNAMENTAL ROSES	5 GAL	4'
PL	PINK LILAC	5 GAL	6'
CQ	CINQUEFOILS	5 GAL	5'

### **GROUND COVER**

<u>ABBREVIATION</u>	<u>NAME</u>	<u>SIZE</u>
RR	RIVER ROCK	¾" – 10"
SC	SHREDDED CEDAR	N/A

# CASTLE ROCK HOMEOWNERS ASSOCIATION

## Landscape map/diagram Example



## **CASTLE ROCK HOMEOWNERS' ASSOCIATION SHED REQUIREMENTS AND GUIDELINES**

1. Any request to build or place a shed, or Rubbermaid-type storage product on a homeowner's property must be submitted to the Architectural Committee for approval before construction or installation. Architectural/Landscape Modification Request forms are available at [www.castlerockhoa.org](http://www.castlerockhoa.org) or from Associa Sierra North. A City of Reno building permit may be required and is always the homeowner's responsibility.
2. Any shed or Rubbermaid-type storage product is not to exceed a maximum height of 8'3".
3. Any shed other than a Rubbermaid-type storage product must be wood-framed under covering wood or hardboard siding.
4. Roofing materials on the shed other than a Rubbermaid-type storage product must be tile or asphalt shingle in a color like the roofing material of your home.
5. Exterior colors on sheds other than a Rubbermaid-type storage product must match the existing color scheme of your home.
6. Any shed or Rubbermaid-type storage product must be placed or built behind the homeowners' solid wood fence – no less than one (1) foot from the property line to provide for runoff management.
7. As of November 2004, Rubbermaid-style storage shed with a pitched roof or a storage box is permitted to be placed on homeowners' property. The size of the storage shed or Rubbermaid-type shed shall not exceed eighty (80) square feet (revised from 63 square feet in 2009), be 8'3" in height and may only be installed behind homeowners' solid wood fence - no less than one (1) foot from the property line to provide for runoff management.
8. For lot sizes that exceed 11,000 square feet, the maximum size of said storage shed shall not exceed 100 square feet, with a height of 8'3" and is subject to board approval, all other limitations apply as described in this document. Painting of Rubbermaid-type storage device is not required.
9. Sheds are not to be used as any type of living space.



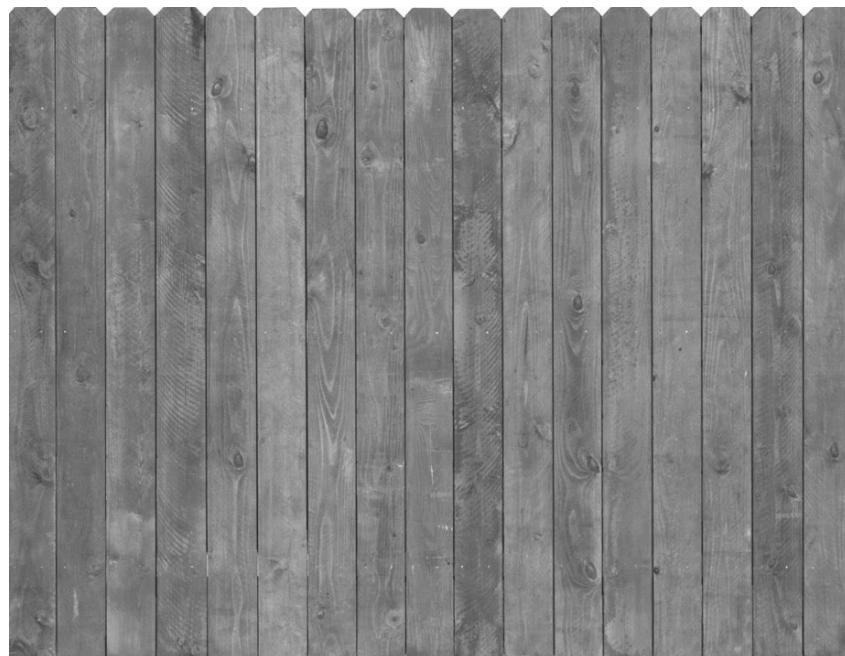
# Castle Rock HOA

## Homeowner Design

### Detail

Wood Fencing  
5"- 6" Slats - Dog Eared

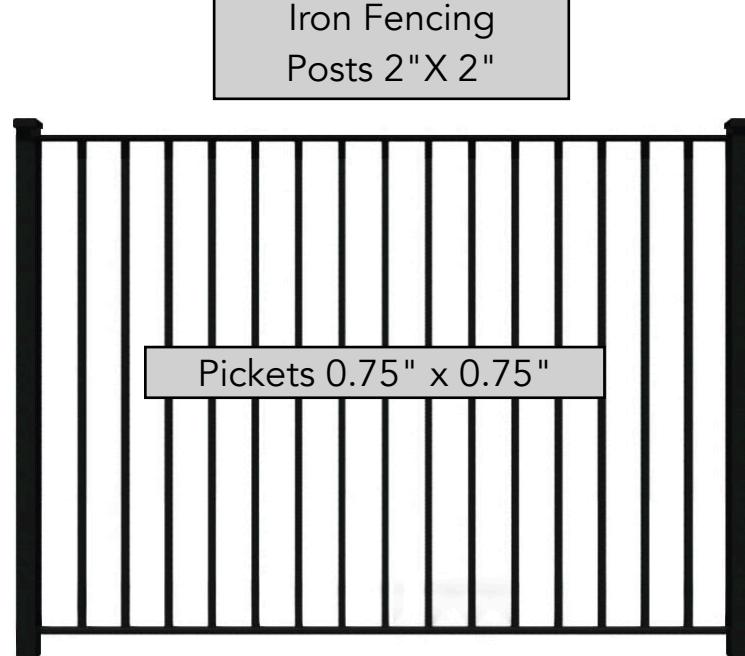
6 Feet



Posts 8 - 10 Feet OC  
Good Neighbor fence design

Iron Fencing  
Posts 2"X 2"

5 Feet

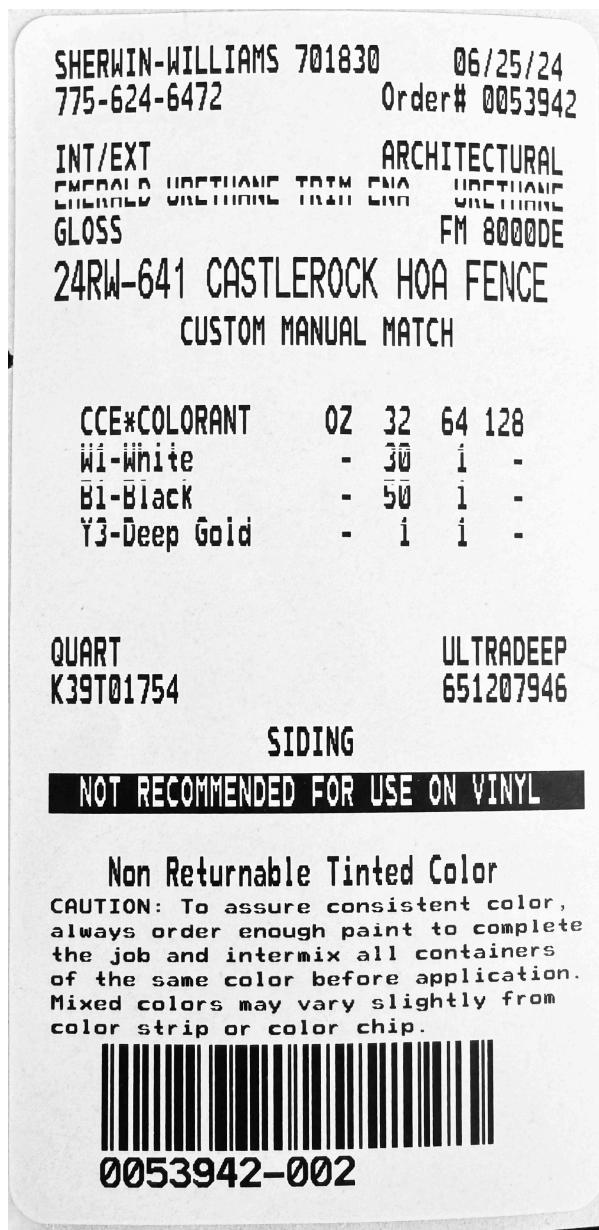


Posts 10 Feet OC  
Pickets 4"- 5" OC

**Additional Information:**

Iron Fence Color-

Sherwin Williams Paint reference:



Wood fencing is to be maintained in a natural wood finish.  
This means that the color of a wood fence should be a naturally occurring wood color.

If you have questions on this topic, please contact Associa North so that the committee can evaluate your proposed color.

Fences and Walls: No fences shall be constructed within the project except those that are installed in accordance with the original construction types of the project

Any replacements of wooden fencing or wrought-iron fencing must be approved by the Board.

Wood fencing is limited to the following:

Must be installed along your garage side only and is to extend no more than 10 feet from the back of the dwelling. Any other applicable property lines must be fenced using approved wrought-iron fencing

# **CASTLE ROCK HOMEOWNERS' ASSOCIATION**

## **Landscape Waiver**

We (I), the undersigned purchaser(s) of Lot \_\_\_\_\_ of Castle Rock, agree to the following conditions and stipulations:

1. In the process of installing our (my) landscaping, care will be taken not to alter the drainage plan as provided by the builder and we (1) agree to maintain the final grade and drainage to the lot as it was designed on the approved plan and complied with by the builder.
2. It is understood that any changes or alterations to the property will require review by the Architectural Committee, per the CC&Rs - sections 3.2 and 3.3. In addition, the City of Reno may require one or more building permits.
3. DO NOT INITIATE ANY CHANGES OR ALTERATIONS WITHOUT HAVING AN APPROVAL FROM THE CASTLE ROCK HOA ARCHITECTURAL AND LANDSCAPING COMMITTEE.
4. Building code ordinances for the City of Reno pertaining to drainage, terracing, erosion control, and grading inspection are put forth in sections 7012, 7013 and 7014 of the Uniform Building Code.
5. That a dispute with any neighbor over a drainage or erosion problem is a civil matter and must be handled by the purchaser/homeowner privately or with the City of Reno.

We (I) have read and understand the above information and We (I) agree to comply with all applicable rules, laws, and regulations.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Owner: \_\_\_\_\_ Date: \_\_\_\_\_