

Boulder Oaks Community Association (BOCA)  
dba Red Mountain RV Resort

Architectural Design Guidelines  
7th Revision  
April 2017

## Step By Step

### **DO NOT START YOUR IMPROVEMENT UNTIL APPROVED BY THE A & I COMMITTEE**

The Application for Lot Improvement and the steps of approval stages are simple. The application, inspection and approval have been designed to simplify the process for the property owner. They are not intended to inhibit owner's creativity. There is plenty of latitude to make your property unique and attractive.

#### **Step 1**

The first step is to obtain an Application. This is available at the Red Mountain R.V. Resort office. It is also available online at the Red Mountain Web site, [www.redmountainrvresort.com](http://www.redmountainrvresort.com). It is found under Documents, Owner Forms, A & L application. All portions of the application should be filled out as completely as possible. If an owner needs assistance the Committee Members will help. It is the responsibility of the property owner to fill out and sign the application. **Do not start any improvement until you receive an approval from the Committee.**

The Application, along with the Lot Plan, are the beginning of the dialog with your neighbor and the Committee. Putting a plan on paper also provides the owner with a visual aid and shows that the plan is workable. It is also a required part of the application process to acquire a building permit from the Boulder City Building and Safety Office if retaining walls and/or planters are a part of your project. This first step will save time in the long run for the owner.

It is advisable to have your property surveyed prior to initiating improvements. Make sure your surveyor is licensed.

#### **Step 2**

The Application, including the Lot Plan, Authorization for Construction on Property Line/Surveyor's Report and Boulder City Permit, if applicable, need to be submitted for review by the Committee. The application will be date stamped at the time the A & L Committee receives the application. It will be reviewed within two (2) weeks or sooner. If the proposed improvements meet the Architectural Design Guidelines and all appropriate forms are submitted, the Committee will issue the first approval.

If your lot improvement includes planters, side or rear retaining walls, or changes to existing walls, a building permit is required. This would be your second step before starting your project.

A Boulder City Permit is required if your improvement includes planter, side or rear retaining walls or changes to existing walls. Effective August 27, 2005: if you are building a retaining wall, of any type, two (2) feet or higher, a "Building Permit" needs to be obtained from the City of Boulder City. Their Office is located at 401 California Avenue. A retaining wall is defined as any wall that retains dirt, no matter what the height is and it does not include decorative planting pots and the like.

After receiving your building permit from Boulder City, the original copy needs to be submitted to the A & L Committee. A second written approval will be issued within two (2) weeks or less of submission.

### **Step 3**

If your plan has written approval, you have submitted the required building permit (if needed) and if a second written approval is given, it is now time to order your materials. It is recommended that you inform your neighbors of when work will be done on your lot. As a reminder, quiet hours are between 7 AM and 10 PM. Do not start projects before 7 AM. All projects must be completed within six (6) months of the approval date on the Application at the owner signature line.

### **Step 4**

Completion of the project should follow with the owner notifying the Boulder City Building and Safety Office for inspection and approval if a permit was required. The Committee should then be notified in writing that the project is completed and ready for formal inspection by the Committee. It is recommended that owners keep a record of all paperwork related to their project.

After the final inspection and approval, a copy of the completed Application is made for the owner. A copy of the completed Application is kept in the Resort Owner's File.

All of these steps are vital to Lot Owners making improvements to their property. A record of all improvements is established for every Lot Owner. There is also an assurance the property improvements are within the confines of the Architectural Design Guideline, Covenants Conditions and Restriction, Rules and Regulation, State and local laws. The record also protects the seller from unjust claims about improvements by the Buyer.

Finally, the Committee members are volunteers, your neighbors and resort property owners. They accept no pay for their work to make your property worth more to you. Treat the Committee as you would a good neighbor and work with them. Their rewards are to make the resort an even better place to own property.

Your A&L Committee

## **Purpose**

The purpose of this document is to provide the owners with a clear understanding of the Architectural & Design Guidelines. These guidelines will ensure that the Resort's overall appearance will be maintained. When there are conflicts between the CC&R's and the Architecture & Design Guidelines, the CC&R's will govern.

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## 1. General Architectural & Design Guidelines

- 1.1. The Committee suggests that lot owners inform their immediate neighbors of changes to their lots. If there is work along any property line, have your lot surveyed by a licensed surveyor prior to any work on a property line to avoid conflict with your neighbor.
- 1.2. All lot improvements must be done on your property and not infringe on your neighbor's property or common area. Check your property lines before you begin work.
- 1.3. Application for Lot Improvement or a Request for Variance may be obtained at the Resort office. Variances will be authorized pursuant to CC&R 6.11 and 6.12. Applications and Requests for Variance are to be submitted to the Resort office or delivered to a Committee member. Work must be completed within six (6) months of the application date at the Owner Signature line. If work is not completed within six (6) months a new application must be filled out.
- 1.4. Applications will be picked up on a regular basis and reviewed within two (2) weeks or less. If the application needs modifications, a member of the Committee will contact the owner.
- 1.5. Once work has been completed, contact the Resort office or a Committee member for final inspection. All completed projects will be reviewed and inspected by the majority of the A&L Committee. Final inspection will be done by at least two (2) committee members. A final inspection is required.
- 1.6. A committee consisting of a majority of the Board of Directors and a majority of the Architectural & Landscape Committee will jointly mediate disputes.
- 1.7. Owners are responsible for proper disposal of unwanted dirt, old concrete and landscaping materials by themselves or their contractors. Disposal WILL NOT be within the Resort property or its outside perimeters. Disposal in the trash bins is strictly prohibited. Please make your contractor aware of this. Lot owners will be held responsible for any damage done to Resort property or to private owners' lots. Please make your contractor aware that they are also responsible for damages they may incur to some other property. Emptying and/or cleaning of concrete trucks, pickup beds or trailers within the Resort and its perimeter are strictly prohibited.
- 1.8. The Board of Directors is responsible for the Common Area and no work is to be done on common area without written permission of the Board.
- 1.9. The Board of Directors is responsible for enforcing the Architectural Design Guidelines.
- 1.10. Concrete Work. The original concrete plus additional concrete may not exceed 60% of the total lot square footage. Should concrete need to be removed for relocation or repair of utilities, the owners are responsible for its replacement. Pavers are acceptable on any portion of the lot including the entire lot, because it allows for better drainage

- 1.11. Electrical Work. Any electrical work done below the circuit breaker must be done by a licensed contractor.
- 1.12. Plumbing Work. Any plumbing work done below the shut off valve must be done by a licensed contractor.

## 2. Landscaping and Irrigation

- 2.1. Be aware, the original drip irrigation system installed by Sunworld Landscaping has a limited water volume capacity for plantings.
- 2.2. Additional drippers cannot be added to the original drip irrigation system. Drippers can be eliminated or moved, just not added. All additional trees, shrubs and plants must be on a separate system with a timer and drip irrigation lines. Desert friendly trees, shrubs and plants with low water usage are highly recommended for water conservation purposes.
- 2.3. Trees/Shrubs/Permanent Planting.
  - 2.3.1. All trees, shrubs and plants must be planted and maintained so as to be in consideration of your neighbors. Ongoing maintenance is the lot owner's responsibility. Absentee owners must make arrangements for ongoing maintenance.
- 2.4. Previously, a maximum of six (6) trees per lot were permitted. Remember, we live in the desert and water conservation is highly recommended. Effective April 2017 four (4) trees will be permitted per lot. Trees that are planted should not grow to more than approximately twenty five (25) feet at maturity. Trees that surpass the twenty five (25) foot threshold will need to be trimmed. Additional information on desert friendly plants can be obtained from the Nevada Water Authority, the Internet and area nurseries. The following is a suggested list of **suitable plantings**:

- Wilson Olive
- Japanese Privet
- Bottle Brush Tree
- Green Palo Verde
- Cactus
- California Pepper
- Palm Trees
- Green Cloud Ranger - Hawthorne (Pink Lady)
- Wax Leaf Privet
- Desert Cassia
- Red Yucca

The following is a list of plantings that are **not allowed**:

- Weeping Willow
- Fruit Bearing Olive
- Oleander
- Fruit Bearing Trees
- Vegetable gardens
- Mulberry
- Cottonwood
- Eucalyptus (Any Variation thereof)
- Mesquite (Any Variation thereof) Effective April 2017

Planting of flowers is permitted.

- 2.5. Only stack-able, mortar-less, earth tone stones are to be used to build rear retaining, side retaining walls and planters, such as Pavestone or Anchor brands. All applications need to follow manufacturer's directions and guidelines for installation.
- 2.6. No Gardens are permitted as the fruit and vegetables attract rodents.

### **3. Lot Improvements**

- 3.1. The only permanent structures permitted per CC&R's are patio decks, retaining walls, planters, landscaping and lighting.
- 3.2. Retaining walls may be used along lot property lines or graded embankments for erosion control or for the purpose of providing above ground planters.
- 3.3. Fences or walls other than retaining walls (as-described above) are not permitted. Lattice fencing of any type is not allowed on the lot.
- 3.4. Safety rails with an installed maximum height of four (4) feet from the cement pad can be installed across the back of the lot with prior approval from the Board. No safety rails are allowed on the side of the lot.
- 3.5. Plastic/Resin storage sheds measuring in size up to 8' X 8' X 7' high are permitted... Placement of storage sheds are to be placed at the back of the lot. Any other placement requires a variance. The Committee and the Board of Directors will mediate disputes on any shed placements. Storage sheds shall not be intrusive on your neighbor. In no case will the Committee or the Board of Directors approve more than one (1) storage shed per lot.
- 3.6. One (1) Plastic/Resin deck box in addition to one (1) storage shed are permitted and must be placed to the back of the property. Please make note on your application the size of the deck box you are choosing and the location.

#### **4. Lot Appearance**

- 4.1. All lots must be kept neat and clean. No deteriorating landscaping is allowed. Any owner whose lot contains any deteriorating landscaping may be issued a written warning and require the owner to remedy the situation within fifteen (15) days of receipt of notification. This action may be taken at the discretion of the Board of Directors.
- 4.2. If the lot violation is not corrected within fifteen (15) days a fine will be assessed each month with applicable late fees. These notices will be sent certified mail, return receipt requested. Lot cleanup may be done after thirty (30) days by the Association and the lot owner will be billed accordingly. Payment to the Association will be due within thirty (30) days of billing. Postage and handling fees will be charged to the lot owner. Extensions may be granted by the Board of Directors for special circumstances.
- 4.3. Small, collapsible pet pens, with a maximum height of three (3) feet, may be used for several hours during the day when the owner is present. However, they must be taken down in the evening and stored in a place that is not visible from the street or neighboring lots. If pets are left alone on the lot or the pen is left up overnight, this privilege will be revoked.
- 4.4. Please use the designated sites to relieve your pets. If your pet does use your private area please clean up immediately. Do not allow your pets to relieve themselves on other private lots or on common areas. Please remember to clean up after your pet(s) whether in the designated pet area or along the way.
- 4.5. Storage under the coach is not allowed if visible to the neighbors or from the street.
- 4.6. Only furniture designed for outdoor use is allowed.
- 4.7. Driveway security chains may be added to the front of the lots. Decorative supports and chains must be set back from the front property line in line with the street poles. Specification for security supports & chains. Supports are to be set into sleeves placed in ground a minimum depth of 18" for stability and easy removal.

#### **5. Utilities**

- 5.1 The Boulder Oaks Community Association as an easement on the property that allows access to the utilities on all lots. Access to the utilities cannot be blocked.
- 5.2 The Association is responsible for repairs and /or replacement of all streetlights and common area fixtures. The electric pedestal is a "limited common element" on each lot.
- 5.3 The Association is responsible for the maintenance of original piping installed by the Developer for conveyance of potable water to all sites and common area and the drip irrigation system. Repairs of water faucets on the owners' lot are the responsibility of the owner. Arrangements must be made with the management to have the water shut off when repairs are necessary below the shutoff valve.



- 5.4 All water lines must be insulated. Insulation should cover the first twenty-four (24) inches from ground level. Water should be shut off when the lot or RV is unoccupied longer than seven (7) days.

A & L DESIGN GUIDELINES  
April 2017

IMPROVEMENTS REQUIRING A & L DESIGN COMMITTEE APPROVAL

1. Concrete Work
2. Electrical Work
3. Plumbing Work
4. Trees/Shrubs/Permanent Plantings or Removal
5. Anything Added to the Original Lot
6. Landscape Design
7. Pavers and Stepping Stones/Steps
8. Storage Sheds
9. Deck Boxes
10. Patio Decks/Retaining Walls
11. Rework or Replacing of existing approved items listed above

IMPROVEMENTS THAT DO NOT REQUIRE A & L DESIGN COMMITTEE APPROVAL

1. Flowers (non-permanent planting) 25 square feet or less including potted plants
2. Landscape Maintenance
3. Cement Cleaning
4. Tree/Hedge Maintenance
5. Landscape Edging (on your lot only)
6. Tree Edging

WHAT IS EXEMPT FROM A CITY PERMIT?

Section 106.2 Work Exempt from permit

- #14 Fences without permanent foundations, such as wood, vinyl and chain-link, and not over four feet (4') in height at any location...
- #15 Retaining walls that are not more than twenty-four (24") in height measured from the top of the footing to the top of the wall.

TO SEE THE FULL LIST GO TO THE BOULDER CITY WEB SITE; [www.bcnv.org](http://www.bcnv.org)

HOW MUCH DOES A PERMIT COST?

The permit fees can be found in the Boulder City 2009 Administrative Building Code, Section 109. You may also call Boulder City Building Division at 702-293-9282 to speak to the Development Services Specialist for a quote on a permit.

Carol Cook \_\_\_\_\_ Date \_\_\_\_\_

Ruby Lynn \_\_\_\_\_ Date \_\_\_\_\_

Margie Scharnell \_\_\_\_\_ Date \_\_\_\_\_

Dara Thaler \_\_\_\_\_ Date \_\_\_\_\_

Anita Treichel \_\_\_\_\_ Date \_\_\_\_\_

Sandy Tuder \_\_\_\_\_ Date \_\_\_\_\_