

Augusta Ranch Community Association – Design Review Guidelines for Submitting Request for Approval

*Don't just "tell" the Board, but "show" the Board.

General

- Please submit your paperwork on standard 8 ½" by 11" paper whenever possible.
- When submitting drawings, plans, prints, etc. they should be to scale and not 'free-hand' drawings.
- Prints made by contractors, architects, etc., regardless of size, may be attached. Avoid comparisons like "same as existing."
- Please be specific and include visual aids.
- Please attach actual samples (pavers, rock, roof tile, etc.) or a color brochure from contractor or store.
- You may submit photographs; however, the benefit may be limited by resolution or color.
- Requests are reviewed once a month at the regularly scheduled Board meeting. All requests for the current month's Board meeting must be received by **5:00 p.m. on the second Wednesday of the month**. Requests received after this deadline will be reviewed at the following month's meeting.

Paint

- Any repainting or redecorating of exterior surfaces, regardless of the color to be used, will also require submission to the Board for approval.
- Please identify where color(s) to be used (e.g. main body, trim, pop-outs, front door, etc.).
- You may submit more than one color choice or combination. Please number them in priority (first, second, etc.).

Landscaping

- Please see guidelines regarding prints, plans, drawings, etc.
- Please be sure that each item or symbol on a landscape print has a description in the "key" (be specific).
- All bare earth must be covered by an approved organic material to provide a neat, dust-free appearance. Ground cover may be turf, decomposed granite, or other natural rock material approved by the Board.
- Please be sure to refer to the approved plant list.
- Fountains – include separate documentation (dimensions, material, color, etc.).