PACIFIC RIDGE
RANCHO DEL ORO

# Pacific Ridge Owners Association

# Architectural Landscape Design Guidelines

**February 25th, 2025**

In order to maintain the architectural character of Brisas, Lucero and Altura at Pacific Ridge **("Community"),** it is necessary that modifications of structures, materials and colors be compatible with the original design. The Architectural Landscape Design Committee, by setting guidelines and approving additions, does not desire to stifle creativity, but rather to assure a continuity of design which will help preserve the integrity and appearance of the Community.

In accordance with the Declaration of Restrictions **("CC&Rs")** for The Pacific Ridge Owners Association **("Association")**, all applications for architectural and landscape improvements shall be processed by the Association. To facilitate this process, Architectural Landscape Design Guidelines **("Guidelines")** have been developed as a reference for the members of the Architectural/Landscape Design Committee, hereinafter known as the **("DRC"),** and the Owners. It is hoped that these Guidelines will increase Owner awareness of the ways in which the architectural integrity of the Community is preserved and the responsibilities the Owners must assume in this process. These Guidelines are subject to modification from time to time as determined by the Association Board of Directors. Owners are responsible for obtaining the most current version of the Guidelines prior to preparation of plans. If any conflict, the CC&Rs will prevail.

The Guidelines address exterior improvements for which Owners most commonly submit applications and are not intended to be all-inclusive. The Guidelines have been established to help Owners with any future modifications they may want to do to their home. The specific objectives of these Guidelines are:

A. To provide uniform guidelines to be used by the DRC in reviewing applications in conformance to the standards set forth in the legal documents of the Association.

B. To assist homeowners in preparing an application for architectural landscape approval.

C. To increase Owners' awareness and understanding of the CC&Rs, Bylaws, and Articles of Incorporation and other documents for the Association.

D. To maintain and improve the quality of the living environment in your Community.

Owners are reminded that these Guidelines are directed only to exterior alterations. Please refer to the CC&Rs for information concerning interior installations. **Owners must comply with the time limits required for landscape submittal, approval and installation as noted in the CC&Rs.**

Owners may not alter, modify or redesign the irrigation system or landscaping in any landscaped or common areas under any circumstances.

Owners may not alter, modify or redesign the interior of their home in any way that may affect the structural integrity of the unit or building.

## DECLARATION OF RESTRICTIONS (CC&Rs)

A. The CC&Rs for the Community address the provisions for the DRC. The DRC insures that proposed exterior alterations comply with the standards set forth in the Association documents. This involves the regular review of all applications for exterior alterations submitted by Owners.

B. Every Owner has received a copy of the CC&Rs, Bylaws, Articles, Condominium Plan, Public Report, along with other Disclosures **("Documents")** with the purchase of their home. However, all too frequently, this information is not provided during a resale, or, when provided, the Documents are not read by the Owner. The Documents are binding on all Owners and every Owner is encouraged to read the Documents thoroughly for complete understanding of the responsibilities of the Association and its members.

## APPLICATION FEE

A processing fee will be required at a rate set by the Board. Should additional submissions and/or inspections be made, the Board and Committee reserve the right to require an appropriate application fee. A rate sheet for full and/or minor reviews will be posted on the Association's website www.mypacificridge.com. Members may also contact management at pacificridge@avalonweb.com to obtain a current rate sheet for review fees.

## NON-COMPLIANCE

Failure to obtain the necessary approvals may constitute a violation of the CC&Rs and may require modifications or removal of unauthorized work at the expense of the Owner.

## ARCHITECTURAL REVIEW CLASSIFICATIONS

In consideration of the design of the Community, it has been determined that the scope of architectural improvement should be further defined and simplified. Consequently, architectural improvements, and exterior alterations fall under three categories – Exemptions, Minor Review or other Subsequent / Full Review. Please refer to the following information to determine whether architectural approval is required:

### Architectural Review Classifications

**Exemptions**
Certain architectural elements within the Community generally do not require architectural review. However, if the DRC determines that the scope of improvements exceeds what is considered an exemption, the DRC may require architectural approval. These elements include:

- Window Coverings
- Patio tables and chairs that are in good repair i.e., no fading, damage, rips, tears, etc.
- Builder installed improvements
- Portable barbecue with propane tank
- Umbrellas that do no encroach or hang over into neighbor’s yard.

**Minor Review**
Other architectural elements will require minor review from the DRC. There is a $100 application fee associated with a Minor Review. All Minor Review elements are still subject to all Guidelines and standards. Minor Review elements include:

- Water features
- Retractable screen door
- Portable heaters
- Satellite Dishes

**Subsequent / Full Review**
Subsequent Architectural Landscape elements will require full review from the DRC. Other Subsequent / Full Review elements include, but are not limited to:

- Removal, replacement or alteration of concrete patio areas
- Installation of any hardscape such as concrete, tile, brick, etc.
- Change to any subterranean or surface drainage
- Planting of landscape (including trees and shrubs) materials and irrigation systems
- Installation of a permanent barbecue with propane tank

## DRAINAGE

No Owner shall interfere with the drainage of the patio, deck, balcony or yard area, or any other Exclusive Use Areas. Damage to these areas and systems will require Association repair and the cost of doing so will be billed to the responsible Owner.

## JURISDICTIONAL APPROVAL

In addition to DRC approval, a permit may be required from the City of Oceanside Planning and Building Department or other jurisdictional governmental agencies. Approval of the DRC does not imply approval of any other agency or association.

## SCOPE

To the extent feasible, all standard applications and Guidelines have been addressed. In the event these Guidelines do not address the request of a specific application, the DRC shall determine aesthetic compliance and may adopt additional guidelines as necessary. The protection or preservation of views or view corridors is not subject to review by the DRC or the Board of Directors, nor are views protected or preserved.

## PROCEDURAL STANDARDS

A. Application Procedure and Requirements

1. All requests are to be made on the Association Architectural Landscape Improvement Application which is attached as Appendix A. Additional copies may be obtained by contacting the management company.

2. All architectural landscape submittal packages must include the items listed on the attached **Architectural Landscape Improvement Application.** Submittal packages will be returned if deemed incomplete. The DRC reserves the right to request additional information.

3. Submittal Package

   Once complete, please forward your submittal package to:

   **Pacific Ridge Owners Association, c/o Avalon Management**

   **3618 Ocean Ranch Blvd., Oceanside, CA 92056**

   **Email: PacificRidge@avalonweb.com**

4. Right of Entry

   If construction work requires the use of Community common areas, the applicant shall obtain written permission from the Association. A copy of the letter granting permission shall be submitted to the DRC prior to commencement of construction. A security deposit or bond, as deemed necessary by the DRC may be required from the Owner. Unused deposits will be refunded after completion of work and final acceptance by the DRC. Payment will be refunded by U.S. mail within 30 days after final acceptance.

5. Required Copies: Two (2) complete sets of plans showing the above described information are required for submittal.

6. Submittal:

   (a) The application must be deemed complete or it will be returned to the Owner without further review.

   (b) If the application is deemed complete, plans will either be approved or disapproved within forty-five (45) days of receipt by the DRC.

7. Approval: Approved plans will receive an official mark indicating DRC approval. One (1) set will be returned to the applicant and one (1) set will be retained in the Association office for future reference. Please note that the City of Oceanside will require approval of the DRC prior to releasing a building permit if required.

B. Completion of Work

1. Time Period: Please refer to Section 6.1.25 and Article 8 the CC&Rs

2. Inspection: Minor and other/full reviews will be inspected by the management company and the DRC during the course of regular property inspections.

C. General

1. Appeals: Please refer to the Design Review in Article 8 of the Declaration of Restrictions for additional information regarding Appeals.

2. Failure to Obtain Approval: Failure to obtain the necessary approval from the Association will constitute a violation of the CC&Rs and may require modifications or removal of work at the expense of the Owner. Remedies will be obtained to the fullest extent permitted by the CC&Rs and applicable Civil Codes.

3. Violations: All Owners have the right and responsibility to bring to the attention of the DRC any violations of the provisions or standards herein.

**DESIGN STANDARDS**

**Please refer to Article 6 Use Restrictions and Article 7 Maintenance Responsibilities in the CC&Rs.**

A. Air Conditioners

1. Air conditioning units extending from windows are not permissible.

2. If the air conditioning unit requires replacement, it must be replaced in the original location in which it was installed. There will be no exceptions.

B. Antennae/Satellite Dishes - Please refer to Article 6.1.7 of the CC&Rs for detailed information.

C. Dog Houses

Dog houses are permitted as long as the height of the dog house does not exceed adjacent fence and wall heights and does not create a nuisance to neighbors.

D. Garage Conversions

Garage conversions are not permitted.

E. Retractable Screen Doors

1. Plans and specifications for retractable screen doors must be submitted to the DRC for approval. Security screen doors are not permitted.

2. All retractable screen doors must be installed within the existing doorjamb or a suitable trim provided which matches the existing dwelling unit trim.

F. Windows and Window Treatment

1. No reflective materials may be used to create a mirror effect from the outside. No materials such as sheets, paper, or foil will be permitted.

**APPENDIX A**

**PACIFIC RIDGE OWNERS ASSOCIATION**
**ARCHITECTURAL LANDSCAPE IMPROVEMENT APPLICATION**
**Please return via email to: PacificRidge@avalonweb.com**

DATE: _____

CHECK ONE: ( ) MINOR REVIEW APPLICATION
( ) OTHER SUBSEQUENT / FULL REVIEW APPLICATION
( ) VARIANCE REQUEST

NAME:_____

ADDRESS:_____

NEIGHBORHOOD NAME:_____ LOT/UNIT #:_____

DAY PHONE:_____ EMAIL ADDRESS:_____

DESCRIPTION OF PROPOSED IMPROVEMENT:_____

_____

_____

_____

_____

_____

PROPOSED DATES:
STARTING:_____COMPLETION:_____

**APPENDIX A**
**(Continued)**
**PACIFIC RIDGE OWNERS ASSOCIATION**
**ARCHITECTURAL IMPROVEMENT APPLICATION**

Please complete and include this request along with **one (1)** copy of your proposed architectural improvement plans **and** the appropriate processing fees.

**PACIFIC RIDGE OWNERS ASSOCIATION**

**c/o Avalon Management; 3618 Ocean Ranch Blvd. Oceanside, CA 92056**
**Please return via email to: PacificRidge@avalonweb.com**

ON YOUR DRAWINGS PLEASE INCLUDE THE FOLLOWING:

- Location of your unit and dimensions of yard area, if applicable.
- Show ALL dimensions (length, width, and height), of the proposed improvement(s) and the relation to the existing unit.
- Description of the materials and finish color.
- Include samples as may be required by the Guidelines.
- Neighbor's Signatures (see below).

NEIGHBOR AWARENESS

This process is intended to advise your neighbors who own property adjacent to your unit of your proposed improvements and/or major modifications. Neighbor approval is not required. Even if a neighbor does not like the plan and indicates that dislike through failure to sign the plan, approval may still be granted if all other conditions of the Guidelines have been met.

Sometimes, a neighbor is unavailable, refuses to sign the form or the unit is still available for sale by the builder. When this occurs, you will be asked to illustrate good faith efforts in contacting the appropriate neighbor. Your efforts should be carefully documented and submitted with your plans either through notation on the form or separate correspondence. If the unit is still for sale, you will need to obtain acknowledgement of your plans by obtaining a signature from the builder through representatives of the corresponding sales office. When the DRC receives your plan and notes that a neighbor acknowledgement is missing, they will look to see if there is documentation that a good faith effort was made to obtain the acknowledgement. If there was not a good faith effort, the DRC may return the application and request that the missing signatures be obtained. This will delay your approval process.

**APPENDIX A**
**(Continued)**

| | | |
|---|---|---|
| A | YOUR HOME | B |
| YOUR STREET | | |

**SUBMITTAL DATE:** _____ **PROJECT:** _____

| NEIGHBOR (PRINT NAME) | AGREE? | SIGNATURE |
|---|---|---|
| A. | Yes/No | |
| Address | | |
| B. | Yes/No | |
| Address | | |

**DO NOT COMPLETE**
**FOR THE USE OF THE DRC ONLY**

COMMITTEE REVIEW COMMENTS:

( ) APPROVED

( ) APPROVED WITH THE FOLLOWING CONDITIONS: _____

_____

_____

_____

( ) REVISE AND RE-SUBMIT: _____

_____

_____

_____

( ) DISAPPROVED: _____

_____

_____

_____

ADDITIONAL COMMENTS: _____

_____

_____

_____

TO: The Pacific Ridge Owners Association DRC

| | |
|---|---|
| Date | Signature of DRC |
| Date | Signature of DRC |

# Pacific Ridge Owners Association

c/o The Avalon Management Group, Inc., 93618 Ocean Ranch Blvd, Oceanside, CA 92056
Ph: 760-481-7444 / Email: pacificridge@avalonweb.com
www.mypacificridge.com

## Architectural Review Fees as of 6.24.25

**Altura Review Fees**
Minor Review Fee - $100
Full review fee of landscape plans front and rear - $175
Full review fee of landscape plans for front or rear or solar $135

**Lucero/Brisas Fees**
Minor Review Fee - $100
Brisas - Full Review Fee of landscape or solar plans - $125
Lucero – Full Review Fee of landscape or solar plans - $150.

If you live in Altura, only the Architectural approval is required, and the solar policy installation requirements adhered to.

**Additional Solar Fees for Brisas & Lucero Cost Centers**

The additional costs and documents required for the Brisas and Lucero Homeowner's to obtain approval for Solar Panel are listed below.

1. The pre and post roof inspection by the HOA's roof vendor which costs a total of $700.00 ($350.00 per inspection)
2. The HOA attorney will need to prepare the Indemnity Agreement that will need to be signed and notarized by yourself and one of the Board members. The cost is $650.00 for this.
3. Copy of Grant Deed which is required to prepare the Indemnity Agreement.