

**THE RIDGES HOMEOWNERS ASSOCIATION
DESIGN REVIEW BOARD POLICY & PROCEDURE**

Pursuant to the Declaration of Covenants, Conditions, Restrictions, and Easements of The Ridges, a Subdivision in Douglas County, Nebraska (the "Covenants"), the Board of The Ridges Homeowners Association ("RHOA") has approved updates to the following policy, procedure and Design Criteria effective as of December 17, 2013.

As per the Covenants, no improvement or structure of any kind, addition, change or alteration of any kind is to be constructed, erected, placed, maintained, or permitted to remain on any Residential lot, above or below the ground ("Improvement") without the express written approval of the Design Review Board ("DRB").

1. Improvements include without limitation, any residence, building, decorative building, attached and detached addition, pool house, patio enclosure, screen enclosure, paint color, tool shed, dog house, dog run, patio, driveway, tennis court, swimming pool, fence, wall, mailbox, basketball back boards, flag pole, antenna, satellite receiving station, landscape device or object, windmill, landscaping, plantscaping, grading, excavation, sewer, drain, disposal system or any other Improvement on any Residential Lot.

2. RHOA homeowner members ("Owner") desiring to commence any Improvement on a Residential Lot must submit a Design Approval Application.

3. Owners may be required to submit actual samples of materials or products proposed for use on any lot, and may be required to submit additional information as reasonably may be necessary for evaluation.

4. Owners may be required to deliver two (2) complete sets each of construction plans, landscaping plans and plot plans ("Plans"). Plans shall include a description of type, quality, color and use of materials proposed, show elevation and Improvement drawn to scale, with existing structures, if applicable. One set of Plans shall be returned to the Owner upon written approval of the Plans by the DRB.

5. The DRB shall meet at least once each calendar month, provided there are Design Review Applications to be considered. Written Notice of approval or denial of a proposed Improvement will be sent to the Owner within ten (10) days after the DRB meets to consider such plans. If for any reason, notice of approval is not received by the Owner, the Owner's request will be deemed to have been for denial. In the event the DRB fails to act upon any application within thirty (30) days of the meeting date, it shall be deemed that the DRB's decision was for denial.

6. In the event the vote of the DRB on an Owner's original Design Review Application is denied, reconsideration must be made to the DRB within five (5) days of receipt of approval or denial. Reconsideration shall occur at the DRB's next regularly scheduled meeting.

7. In making its decision, the DRB may consider any and all factors that the DRB determines to be appropriate. The DRB's determination shall be based upon criteria and factors expressed within and throughout the Covenants, supplemental written documentation of standards, and Design Criteria.

8. Improvements previously approved by the Declarant in writing, and that may or may not have met Covenant requirements or Design Criteria standards, are considered grandfathered. Subsequent replacement, change, update and/or other alteration of grandfathered Improvements are subject to DRB approval.

9. It is the Owner's responsibility to maintain any and all design approval letters and/or approved plans.

10. Construction of any Improvement shall be completed within one (1) year from the date of commencement of excavation for or construction of the Improvement.

11. General repairs and maintenance that do not change, improve or otherwise alter the appearance of a homeowner's lot do not require submission of a Design Approval Application.

12. Failure to submit a Design Approval Application is considered a major violation of the Covenants, and as such; the Owner is subject to assessment. Once Owner is notified, all Improvement work must cease immediately and Owner must submit a Design Approval Application within one (1) week. As approved by the RHOA Board of Directors on August 14, 2014, if Improvement work does not cease and/or a Design Approval Application is not submitted by Owner within one (1) week, the Owner will be assessed \$50 per day the first week, \$75 per day the second week, \$100 per day the third week, etc, until such time that the Owner/Lot is in compliance. Owners may be required to remove or alter any unapproved Improvement at Owner's expense to comply with the Covenants and established Design Criteria.

13. Neither the Declarant, the RHOA, the Board of Directors, the DRB, any member of the DRB, nor any member of the Association shall be personally liable to any person for any action or inaction taken with respect to any matter submitted for approval, for reconsideration, for the adoption of any rules, regulations or guidelines, or for the enforcement of or failure to enforce any restrictions contained in the Covenants or Design Criteria.

**THE RIDGES HOMEOWNERS ASSOCIATION
DESIGN REVIEW BOARD
DESIGN CRITERIA**

PLEASE NOTE: All Improvements proposed by Owners for any Residential Lot, including but not limited to materials and products specified in the Design Criteria, **require submission of a Design Approval Application and express written DRB approval BEFORE Improvement shall commence.** Failure to submit Improvement plans and/or receive express written approval from the DRB BEFORE starting construction or Improvement is a violation of The Ridges Declaration of Covenants and as such, is subject to assessment or other action deemed appropriate by the RHOA Board of Directors.

Setbacks & Restrictions

Setbacks may vary depending upon which area of The Ridges a lot is located. DRB has final approval of setback requirements; however, the following are the required minimum setbacks for R4 and R5 zones, per the city of Omaha codes:

- Minimum required front yard setback is 25'-35'.
- Minimum required street side yard setback is 15'.
- Minimum required interior side yard setback is 5'-10'.
- Minimum required rear yard setback is 25'.
- Maximum height of residence is 35'.
- Maximum building coverage on lot is 40% for R4 and 45% for R5.
- Maximum impervious coverage on lot is 50% for R4 and 55% for R5.

Roof & Fireplace/Chimney

The roof of all Improvements shall be covered with wood, cedar shake shingles, slate, tile or high-quality composite shingles that simulate wood, cedar shake shingles, slate or tile.

A DESIGN APPROVAL APPLICATION MUST BE SUBMITTED TO THE DRB AT DRB@RIDGESHOA.COM FOR REVIEW AND APPROVAL FOR **ALL** ROOFING PRODUCTS **PRIOR** TO INSTALLATION. Homeowners wanting to install a roofing product other than those listed below must also submit a sample and manufacturer's spec sheet.

*** For all subdivisions in The Ridges, excluding Shadow Ridge Estates and Double Creek Estates -**

When submitting a Design Approval Application for an asphalt composite roof, the product must be a minimum of 235 pounds per square and have at least a 50-year limited warranty.

The following asphalt composite roofing products are known to meet or exceed the Design Criteria specs and may be submitted to the DRB for review and approval without submitting a sample or manufacturer's spec sheet:

- TAMKO Heritage Premium in "Weathered Wood" color only
- Atlas StormMaster Shake in "Weathered Wood" color only

*** For all subdivisions in The Ridges, including Shadow Ridge Estates and Double Creek Estates -**

When submitting a Design Approval Application for a polymer composite roof, the following roofing products may be submitted to the DRB for review and approval without a sample or manufacturer's spec sheet:

- DaVinci Bellaforte, "Shake" style only, in "Tahoe-VariBlend", "Weathered Gray-VariBlend" and "Mountain-VariBlend" colors only

When submitting a Design Approval Application for an asphalt composite roof, the product must be a minimum of 335 pounds per square and have a lifetime-limited warranty.

The following asphalt composite roofing products are known to meet or exceed the Design Criteria specs and may be submitted to the DRB for review without a sample or manufacturer's spec sheet:

- TAMKO Heritage Vintage in "Weathered Wood" color only
- CertainTeed Presidential Shake in "Weathered Wood" color only

* Whispering Hollow and Whispering Pines homeowners must submit design approval requests for roofing products and other improvements to their homes or properties to their respective homeowners associations, as the requirements there may exceed those in the rest of The Ridges.

All fireplaces/chimneys shall be covered with brick, stone or other material subject to approval.

Siding, Trim, Shutters & Garage Doors

- Siding, trim and shutters must be constructed of wood, or high quality products that simulate wood, such as concrete composite or

other material approved by the DRB.

- Aluminum siding and vinyl siding are prohibited.
- Garage doors must be constructed of high-quality metal or wood.

Windows, Doors & Skylights

- Shatter-proof glass in windows, doors and skylights of any residence within the flight path of golf balls from the Shadow Ridge Golf Course may be required.

Foundations

- All foundations shall be constructed of concrete, concrete blocks, bricks or stone.
- All exposed foundation walls must be constructed of or faced with brick, stone, stucco or other smooth finish, or poured brick painted to match the home.

Additions & Enclosures

- No permanent buildings or other alterations shall be placed in the easements.
- No stable or other shelter for any animal, livestock, fowl or poultry shall be erected, altered, placed or permitted to remain on any Residential Lot, except for one (1) dog house and attached dog run constructed for either one (1) or two (2) dogs. A dog house and dog run shall only be allowed adjacent to and abutting the rear of the residential structure, concealed from public view.
- No structure of a temporary character, carport, trailer, basement, tent, tree house, storage shed, outbuilding or shack, shall be erected upon or used on any Residential Lot at any time, either temporarily or permanently.

Decks, Patios & Porches

- The products, materials, design, color and other Improvements planned for decks, patios and porches are subject to approval.

Paint colors

- All colors on siding, trim, shutters, garage doors and any other exterior Improvements are subject to approval.

Sidewalks & Driveways

- Public sidewalks shall be constructed of concrete four (4) feet wide by four (4) inches thick, and placed five (5) feet back from the street curb line. (See Covenants for specific Residential Lots that require a five (5) foot wide serpentine design sidewalk.)
- All driveways must be constructed of concrete, brick, paving stone or laid stone. No asphalt or dirt driveways are permitted. Driveway approaches between the sidewalk and curb shall be constructed of concrete. No asphalt overlay of driveway approaches or driveways will be permitted. (See Covenants for specific Residential Lots that have driveway entry location and curb cut restrictions.)

Lighting & Devices

- Exterior lighting installed on any Residential Lot shall either be indirect or such a controlled focus and intensity as not to disturb the residents of adjacent Residential Lots.
- No exterior television or radio antenna, satellite receiving dish or exterior solar heating or cooling device of any sort shall be permitted on any Residential Lot or on the structures thereon. One (1) small antenna device or satellite dish per residence may be approved.
- Air conditioning units, pool equipment, satellite dishes and other equipment must be concealed from public view and may not be installed or relocated without prior DRB approval.

Fences & Walls

- Fences must be constructed of either simulated or real black wrought iron material in a design approved by the DRB if the Residential Lot is located in Cherry Ridge, Double Creek Estates, and Shadow Ridge Estates or abuts the Shadow Ridge golf course. Black vinyl chain-link fencing may be used on all other interior Residential Lots. Wood fencing is prohibited.
- No fences or walls shall exceed a height of six (6) feet nor shall be permitted to extend beyond the front line of the main residential structure. A privacy fence area may enclose a maximum of five hundred (500) square feet in area, and must be to the rear of the residential structure.
- No fences, retaining walls or loose rock walls shall be placed in the easements.

Landscape, Gardens & Pools

- No trees or shrubbery shall be placed in the easements.
- No hedges or mass planted shrubs shall be permitted more than ten (10) feet in front of the front building line.
- No tree(s), with a diameter at the base of its trunk is four (4) inches or greater, may be removed, cut down, or destroyed or otherwise relocated.
- Produce or vegetable gardens may only be planted and maintained in rear yards concealed from public view, and may not exceed ten (10) feet by twenty (20) feet in size and six (6) feet in height.
- No swimming pool may extend more than one (1) foot above ground level. Any swimming pool must be fenced so as to be in compliance with all applicable ordinances of the City of Omaha.

**THE RIDGES HOMEOWNERS ASSOCIATION (RHOA)
DESIGN APPROVAL APPLICATION**

PLEASE NOTE: The Design Review Board (DRB) will not review approval requests until the OWNER submits a completed application. Improvements may not begin until homeowner receives express written approval from the DRB.

- 1. Date of submittal:
- 2. OWNER Name:
- 3. OWNER Address:
- 4. Subdivision (Cherry Ridge, Saddle Ridge, etc):
- 5. OWNER Email:
- 6. OWNER Phone:

If yes to 7 - 9, please note on plans.

- 7. Per legal survey, are any RHOA landscape easements or pedestrian easements located on your property?
- 8. Does your property abut any RHOA-owned property or common area?
- 9. Does your property abut Shadow Ridge Country Club or Golf Course property?

10. Nature of Improvement (check all that apply):

- New Home Construction
- Roof & Fireplace/Chimney
- Siding, Trim, Shutters & Garage Doors
- Windows, Doors & Skylights
- Foundations
- Additions & Enclosures
- Decks, Patios & Porches
- Paint Colors
- Sidewalks & Driveways
- Lighting & Devices
- Fences & Walls
- Landscape, Garden & Pools
- Satellite dish, basketball goal, etc
- Other

11. Additional Description of Improvement:

Please provide the following information about your proposed Improvement:

12. Name, email and phone number for all architects/builders/contractors for your improvement:

13. Product and/or material information & samples, including paint swatch colors:

14. Permit number as required by City of Omaha:

15. Desired start date of your Improvement:

16. Anticipated completion date of your Improvement:

17. Please attach one (1) electronic copy and mail two (2) "hard" copies of Plans with elevations and showing entire lot with property lines and easements. (See #3 on DRB Policy & Procedure)

Please submit this **completed** Design Approval Application, along with your Plans, material samples, and/or color swatches. Submit on-line to DRB@ridgeshoa.com, or you may print and mail to:

The Ridges HOA-DRB, c/o PJ Morgan Real Estate, 7801 Wakeley Plaza, Omaha, NE 68114. Thank you!

The Ridges Internal Use Only:

Date PM received:

Date PM verified:

Date DRB approved/rejected: