

# WHITNEY OAKS COMMUNITY ASSOCIATION

P.O. Box 1459, Folsom, CA 95763-1459

(916) 985-3633 (916) 985-3744

[www.kocal.com](http://www.kocal.com)

July 1, 2005

TO: Custom Lot Owners  
FROM: Julia Plummer  
RE: Architectural Review Process

In the past, plans for the custom lots have been processed and reviewed by the development team. Since the development of Whitney Oaks Community is nearing completion, the developer is turning the review process over to the association. The association has contracted with architect Gordon Rogers to review the plans in the future. As before, your package should contain the Architectural Review Request Application with acknowledgment of all neighbors adjacent to your property, two full sets of plans including finished grade/spot elevations, grading plan, all four elevations of the structure, floor planes) and a color board. Send or deliver your package, along with a check payable to Whitney Oaks Community Association in the amount of \$800.00 to the address above. This fee is to cover the cost of the architect review and processing costs. Any unused portion of the fee, if any, will be returned to you. Please be certain your package is complete to avoid multiple reviews that may incur additional expense.

Our resident Architectural Review Committee will review plans for your landscaping, pools and all other exterior improvements. Again, your submittal package should contain two sets of plans with a completed Architectural Review Request Application with neighbor acknowledgment and be sent to the above address. No fee will be charged when submitting plans for this review.

We look forward to working with you through your submittal process and will be glad to assist you in any way we can. If you have any questions, please feel free to contact our office.

## **WHITNEY OAKS ARCHITECTURAL REVIEW COMMITTEE**

c/o Kocal Management Group P.O. Box 1459 Folsom, CA 95763-1459

(916) 985-3633

Julia Plummer, Association Manager

April 8, 2004

To: All Buyers of Custom Lots at Whitney Oaks

### **RE Process for Submittal of Architectural Plans for Design Review**

In order to expedite the approval of your plans, please submit a complete package containing the following items:

1. Completed Whitney Oaks Community Association Architectural Review Committee Request **Application** (attached).
2. *Acknowledgment of all neighbors adjacent to your property is required.* Completion of the **Neighbor Acknowledgment** portion of your application is mandatory before you can submit your package for review.
3. **Three (3) full sets of plans must be submitted and should include a site plan (please show finished gradel spot elevations)/grading plan, all four (4) elevations of the structure, a floor plan(s), and a color board.**
4. The **Site Plan** should show proposed finished grade and spot elevations (see attached sample). If there are retaining walls, please show material, color, height and spot elevations for each. Please identify the proposed drainage for the lot, identify the discharge points and note any erosion control measures proposed for the lot.
5. The **Color Board** should be submitted on an 8 1/2" x 11" piece of paper and should include samples of exterior color(s). Please identify the main color, any trim color and the exterior finish. Please attach a picture of the roofing material and include the manufacturer's name. If any exterior rock or brick is to be used, please include pictures that would identify the style and color.

**No submittal package may be submitted without all of the above items being included and will be rejected. The package will not be accepted for submittal to the Committee for review until the submittal package is complete.**

Once your package is complete, please deliver it to:

Whitney Oaks Community Association  
Attn: Architectural Review Committee  
c/o Kocal Management Group  
P.O. Box 1459  
Folsom, CA 95763-1459

The approval process can take up to a maximum of sixty (60) days. At that time you will receive a letter from the Whitney Oaks Architectural Review Committee indicating whether or not your plans have been approved as submitted.

Once approved, a lot inspection will be completed to identify any portion of the lot that may have any damage prior to the start of construction and prior to picking up your approved plans from the Association's office in Folsom. You as the homeowner/builder will be required to post a refundable \$1000 deposit per the terms and conditions as outlined in the attached **Construction and Compliance Security Deposit Procedures** form. The check should be made payable to the Whitney Oaks Community Association. You may pay your deposit at the time you pickup your approved plans. Upon completion of your home, you should contact the Homeowner's Association to inspect your lot once again so that you can request a return of your deposit less any damages that are attributable to the construction of your home.

Compliance with the attached **Builder/Owner Responsibility List is required.** Please review this list with your builder during the planning stages of your home.

Your cooperation with the above process will help to ensure the integrity of Whitney Oaks. Please note that the Committee must also approve any changes and/or modifications to the approved plans during or after construction. Any homeowner not following the above procedure will be subject to a Cease and Desist Order and/or any fines as outlined in the CC&R's, at the discretion of the Architectural Review Committee, the management of the Homeowner's Association and its Board.

Any questions regarding this procedure should be directed to Julia Plummer or Nicole Ross at Kocal Management Group at (916) 985-3633.

# WHITNEY OAKS

## BUILDER / OWNER RESPONSIBILITY LIST

- . The Lot Owner and/or Builder shall be responsible for their own Storm Water Pollution Prevention (SWPP) (NPDES) and erosion control measures to comply with City, County and State regulations.
- . The Lot Owner and/or Builder shall be responsible for complying with any and all rules and regulations and laws of the City of Rocklin, Placer County, the State of California and any Federal mandates applicable to the construction of their home.
- . Lot Owner shall designate a location within their own property for cement truck washout and painters cleanup. These areas will be properly protected to prevent erosion and to contain all cleanup materials on site. This area will be cleaned up upon completion of construction and properly disposed of.
- . The Lot Owner will follow City of Rocklin tree fencing regulation for trees to be saved during the course of construction.
- . The Lot Owner shall be responsible to insure that all building materials, landscape materials or any other materials shall not be stored at any time within the street, sidewalk or common area. If any materials storage or access is proposed to be on or across another property, the lot owner must get written permission from that adjacent property owner.
- . Lot owner shall keep the street in front of their lot clean by sweeping or washing as needed to the satisfaction of the Whitney Oaks Community Association. Any deliveries placed on the street must be placed on 3/4 inch plywood and removed before 5:00pm on the date of delivery.
- . All de-watering activities shall comply with discharge requirements for the State of California Water Resources Control Board. Water shall not be pumped out to the golf course, any drainage channels or any open space areas.

**WHITNEY OAKS COMMUNITY ASSOCIATION**  
**ARCHITECTURAL REVIEW COMMITTEE REQUEST APPLICATION**  
**CUSTOM HOME PLANS AND CUSTOM LOT LANDSCAPING SUBMITTALS**

**NOTE: Plans should be submitted at least 45 days before activity begins.**  
**All applications should be submitted with a plan to scale. An \$800 processing fee must be submitted with application.**

**NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

(PLEASE PRINT)

**ADDRESS:** \_\_\_\_\_ **UNIT NO.** \_\_\_\_\_ **LOT NO.** \_\_\_\_\_  
 (Current Mailing Address)

**PHONE: (H)** \_\_\_\_\_ **(W):** \_\_\_\_\_ **PROPOSED COMPLETION DATE:** \_\_\_\_\_

**CUSTOM HOME PLANS WITH INITIAL SUBMITTAL**

**Three (3) Full Sets Must be**

- Complete** Floor Plans  
Site Plan(s) (Show finished grade/spot elevations)
- Elevations (front, back and side)
- Color Board (must identify roofing material)
- Landscape plans (may be submitted at a later date)

**Plans must be submitted to:**

Whitney Oaks Community Association  
 Attn: Architectural Review Committee  
 C/o Kocal Management Group  
 P.O. Box 1459  
 Folsom, CA 95763-1459

**LANDSCAPING PLANS – Custom Homes Only**

**Three (3) Full Sets Must be**

- Front Yard Landscaping
- Rear Yard Landscaping

**All landscaping plans not submitted with an initial custom home submittal should be submitted to:**

WHITNEY OAKS COMMUNITY ASSOCIATION  
 Attn: Architectural Review Committee  
 C/O Kocal Management Group  
 P.O. Box 1459  
 Folsom, CA 95763-1459

**Please be sure to complete the reverse side of this application before submittal. Neighbor Acknowledgement is required on all applications.**

**Additional Comments:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Acknowledgment of all neighbors adjacent to your property is required. To expedite the processing of your application, please present and explain your plans to all adjacent neighbors and have them sign in the appropriate place on the reverse side of this form.**

**Please Note: You will be required to complete a Construction and Compliance Security Deposit Form and submit the completed form along with a \$1000 refundable deposit prior to the release of your approved plans.**

Prior to the release of your approved plans, you will need to contact Julia Plummer, the Association Manager for the Whitney Oaks Community Association at (916) 985-3633 Ext. 121, to get your lot inspected prior to any construction. Upon completion of the required lot inspection and the payment of your required \$1000 Construction and Compliance Deposit, your approved plans will be released. The \$1000 deposit must be paid before you can pickup your plans. Please Make your check payable to the Whitney Oaks Community Association.

**NEIGHBOR ACKNOWLEDGMENT:** I have reviewed the plans of \_\_\_\_\_  
and am aware of all their proposed alterations/improvements shown on the attached plan.

LOT #	NAME (PRINT)	SIGNATURE	PHONE #	DATE

**ALL SUBMITTALS FOR CUSTOM HOMES and CUSTOME LANDSCAPING SHOULD BE  
TURNED IN TO:**

**WHITNEY OAKS COMMUNITY ASSOCIATION  
Attn: Architectural Review Committee  
C/O Kocal Management Group  
P.O. Box 1459  
Folsom, CA 95763-1459**

**Questions?                      Call Julia Plummer or Nicole Ross at (916) 985-3633.**

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For Association Use Only:    \_\_\_\_\_ Approved    \_\_\_\_\_ Not Approved    \_\_\_\_\_ Conditionally Approved

**Comments:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**By:** \_\_\_\_\_ **Date:** \_\_\_\_\_