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To: All Members Crowley Ranch Reserve Owners Association

Re: Crowley Ranch Reserve – Before You Build Planning Package 2008

The purpose of this letter is to make you aware of information that will be helpful before you plan to build at the Crowley Ranch Reserve or add to your existing home. This package updates the 2005 Before You Build Planning Package.

First, an introduction is in order. My name is Ron Mroz. I chair the Architectural Control Committee for the Crowley Ranch Reserve Owners Association (CRROA). My wife, Denise, and I own a parcel of property in Phase 1. Second, I offer my congratulations on your purchase of a parcel in the Reserve.

This correspondence includes a package of material that is intended to make you aware of the Reserve's architectural requirements and architectural approval process. The Committee's charter is to work with members of the CRROA who have developed plans for a new home or an addition to an existing home at the Reserve in order to conserve resources, especially water, and maintain the scenic and aesthetic quality of the Reserve. The details describing the approval process can be found in Article VIII of the Covenants, Conditions and Restrictions (CCRs) for the Crowley Ranch Reserve. The details describing the architectural requirements can be found in Article IX of the CCRs titled Minimum Building and Use Restrictions. Articles VIII and IX of the covenants can be found on the Crowley Ranch Reserve web site at <http://www.crowleyranchreserve.com/Covenants>. The section titled Covenants Overview has a link to the complete set of covenants. If you are not able to access the web site, please contact me and I will make arrangements to get the covenants to you.

A summary of the Architectural Committee approval process on a set of house plans is included in Attachment 1. The form that initiates the approval process is included as Attachment 2. The Architectural Committee is made up of three members. Please look upon the Architectural Committee as a resource when beginning to pursue your dream of building on the Reserve. Below are the members of the committee.

Ron Mroz	0S834 Spring Green Way, Batavia, Illinois 60510-9407
Linda Dahl	P.O. Box 208 Chromo, Colorado 81128
Bruce Shaffer	33 Altura Road, Santa Fe, New Mexico 87508-8329

One of the key changes the Architectural Control Committee has made at the direction of the Board is to establish an auditing step in the process to ensure the found footprint of the house to be constructed is consistent with the house plans approved by the Architectural Control Committee. This auditing step requires the CRROA to hire a third party to conduct the audit. An expense is involved. A check in the amount of \$160 made payable to Crowley Ranch Reserve Owners Association will have to be included with the formal application to the Architectural Control Committee.

We also ask applicants to notify the Architectural Committee Chair immediately if any material changes (e.g., exterior color, exterior surface, driveway access to the house) are made after the plans are approved by the ACC.

This is an ongoing, learning process for the Board Members, the Architectural Committee and the membership as a whole. As applications move through this process, we continue to learn. Attachment 3 includes a set of additional items including policies covering Water Use, Road Repair After Construction, Dumpster Use, and Water Meters. Please familiarize yourself with the Attachments. If you have any questions, please call me.

Signed Ron Mroz

Attachment 1 – Summary of Approval Process

Attachment 2 – Architectural Review Committee Checklist

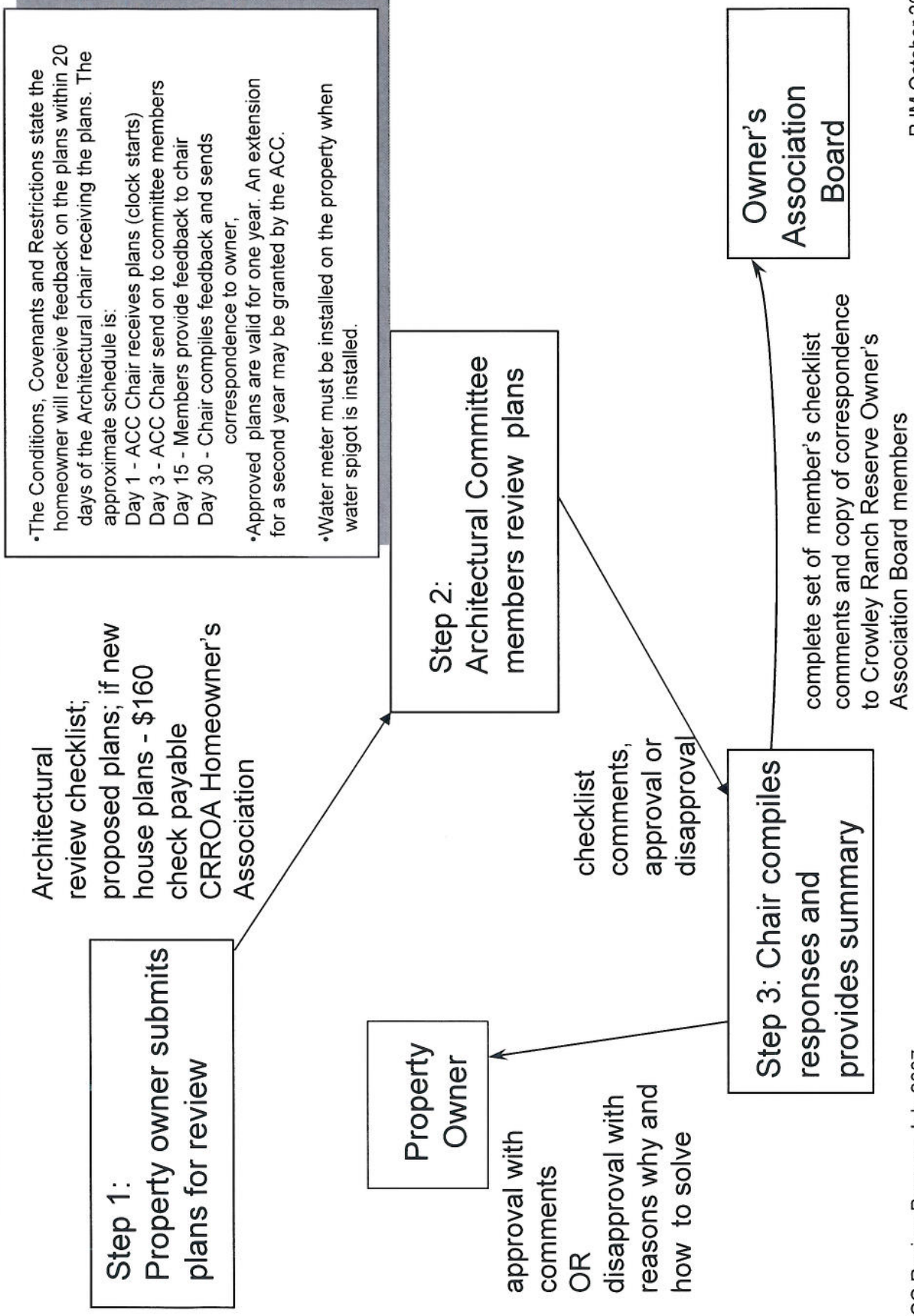
Attachment 3 – Items and Policies to Plan for as You Move thru the Building Process

Attachment 4 – Notification and Acknowledgement of Dumpster Use, Roads Impact,
and Water Use Policies

Process For Homeowner Securing Architecture Committee Approval for House Plans

Attachment 1

Architecture Committee Approval for House Plans



CROWLEY RANCH RESERVE OWNER'S ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE
CHECKLIST

Date: _____

Applicant's name, address, lot description (phase, lot#)

Anticipated construction dates: _____

Lot restriction or designated building sites: _____

Copy of site plan showing

- 1) Location of the septic system
- 2) Driveway approach to the house
- 3) Location of building site on the property

Copy of floor plans and elevations for the proposed house

Square footage: Main floor _____ Other _____

Residential style: _____

Exterior Material: _____

Exterior color: _____

Roof type and color: _____

Garage square footage: _____ Attached (yes/no): _____

Footings, foundation, piers designed by licensed engineer

Name: _____

Address: _____

Crowley Ranch Reserve Owner's Association Architectural Review Committee
approves: _____ disapproves _____ this application.

Comments:

Signature of Chairperson or committee person/date

Submit completed form to:

Ron Mroz
0S834 Spring Green Way
Batavia, Illinois 60510

Note:

For all owners – Water meters must be installed at the water tap point on the property before construction begins.

For Phase 4 Owners – The water tap fee must be paid before the Architectural Approval Committee begins the review process.

If this is for construction of a house please enclose a check in the amount of \$160 made payable to Crowley Ranch Reserve Owner's Association.

Items and Policies to Plan for As You Move Through the Building Process

As you move through the planning process, a variety of issues surface. Surprises are inevitable. The fewer surprises the better. The purpose of this attachment is to make you aware of several items and provide background material as you move through the building process and as you ultimately move onto the Reserve.

When You Submit Your Application to the Architectural Control Committee -

Please use the Checklist provided as Attachment 2 in this package. Along with the checklist, the application should include:

1. the elevations of the house;
2. the floor plans for the house;
3. where the house will be sited on the lot;
4. the driveway approach to the house; and
5. the location of the septic tank,

Phase 4 Owners and Water Tap Fees –

Phase 4 owners are required to pay a water tap fee. The Architectural Control Committee approval process will not start until, proof of payment of the water tap fee is provided.

Water Meters to Be Installed Before Construction Begins -

For all owners – Water meters must be installed at the water tap point on the property before construction begins. As part of this package, information on the recommended water meter is included.

Propane Tank Placement and Screening –

Propane service providers typically require that the propane tank be placed within 30 to 35 feet of the house connection. The Crowley Ranch Reserve Homeowners Association request the tank be screened on three sides. The fourth side must remain open to allow access to the tank. A simple approach for such a screen is to use common lattice work as a screening material. Three sheets of 4' by 8' lattice work along with five 6' long treated 2" by 4" studs provide the material to create a three sided screen, whose ends are 4' by 4' and a 4' by 8' long side.

Water Use, Road Repair After Construction, and Dumpster Use Policies and Acknowledgement -

Finally, the above three items are important enough to require your signed acknowledgement on the sheet provided. The acknowledgement form and the above referenced policies are included in the following pages.

Acknowledgement of Receipt of Water Use Policy, Road Repair Requirements Following Construction, and Dumpster Use Policy, and Agreement to Comply

The undersigned (hereinafter the Lotowners), in connection with the submission for approval of building plans to the Crowley Ranch Reserve Architectural Committee, in compliance with Article VIII of the covenants and all building and use restrictions imposed by the covenants, and as a condition of the grant of such approval, acknowledge that the Lotowners have received copies of the Crowley Ranch Reserve Owners Association Water Use Policy, the Road Repair Requirements Following Construction, and the Dumpster Use Policy, have read and understand each of those documents, and agree to comply in all respect with the terms, conditions, and requirements of each.

Dated: _____

Lotowner

Lotowner

Dumpster Use Policy

The Association has contracted for a dumpster to be available for use of lot owners. The cost of the dumpster is prorated amongst the permanent residents and among part-time residents based upon the latter's period of occupancy. Each resident, whether full or part time, will be billed quarterly by the Association for that person's proportionate part of the cost of the dumpster.

Repair of Roads Impacted by Construction Traffic

Section 8.8 of the covenants, applicable to all phases, provides in part that the owner of a lot who has constructed an improvement must, "to the greatest extent possible", restore roads to the conditions which existed prior to construction.

Under this provision, the owner is responsible for repair of any road conditions attributable to construction activity on the owner's lot, including degradation of roadbeds and loss of gravel cover.

The owner should require, in the contract with the general contractor, that the general contractor is responsible for ensuring that the general contractor's employees and subcontractors observe a 25 mph speed limit on Association roads. This speed limit is particularly important for heavy vehicles, such as dump trucks and cement trucks.

**Crowley Ranch Reserve Owners Association
Water Use Policy and Schedule of Charges**

Effective Date: July 16, 1999

Including revisions through July 21, 2005

- I. Purpose. The Crowley Ranch Reserve is permitted for domestic water use. While there is an adequate water supply for residential use, the Reserve does not have sufficient water resources to allow for irrigation, agricultural use, or excessive outside watering by homeowners. In order to monitor water usage and discourage excessive water use, the Board has adopted a policy requiring the installation of water meters and a schedule of water use charges.
- II. Water Meters. All homeowners are required to install an operating water meter at a location which is accessible for reading by the CRROA. The installation of a meter is required at the time a tap is made. For existing taps prior to the effective date of this policy, a meter must be installed by August 15, 1999. No water service will be provided at any lot which does not have an operable water meter after September 1, 1999. It is the responsibility of the individual property owner to inform the Treasurer of the Association of the date of installation and the location of the water meter. All water meter installations for new construction following the amendment date shall be a Neptune T-10 meter or equivalent equipped with a Metre Pro Visu-Link MPVL-6 or equivalent read out. The meter shall be installed using a double check valve meter yoke. Any existing meters which require replacement subsequent to the amendment date shall be replaced with the above equipment including the meter yoke or its equivalent.
- III. Schedule of Charges. A schedule of charges has been established to discourage excessive water use. Water meters will be read on the first of the month by the Treasurer or his/her designee. If weather conditions prohibit the reading of meters, the meters will be read on the first of the next month and usage will be pro-rated over the period. In order to discourage excessive use, a sliding scale of fees with increasing incremental costs as usage increases has been established. Bills for water usage will be sent to homeowners monthly based on the following schedule of charges:

Monthly Water Usage	Charge
Up to 9,000 gallons	No charge
9,001-10,000 gallons	\$5
10,001-11,000 gallons	\$15
11,001-12,000	\$30
For each additional 1,000 gallons or part over 12,000	\$25 per 1,000 gallons

- IV. Special consideration would be given to homeowners in cases of breakage or severe leakage beyond a homeowner's control when prompt notification of such an incident is given to the Board.
- V. A fine of \$50 per month will be levied for unmetered water use. Lot owners will be notified in writing of the need to install or repair a meter with the fines to begin accruing 60 days after such written notice is given.
- VI. Any owner past due 60 days will be sent a letter advising them that their open space privileges are suspended until full payment is made. If the past due amount includes unpaid water bills, the owner will be further advised that if payment is not made within the next 30 days that water service will be suspended. Any costs incurred by the OA in implementing such suspension will become the responsibility of the lot owner in question.

If the water bill remains past due at 90 days, a second letter will be sent indicating that water service will be suspended immediately.

- VII. In order to best utilize the limited water resources available to the Association, it is necessary to minimize the use of water for non-household uses and specifically for recreational or decorative purposes. To this end, the following policies apply to the design and use of outdoor water features:
- a. Outdoor ponds or pools are limited to a 250 gallon capacity and must be recirculating
 - b. Irrigation systems are discouraged. If installed, an irrigation system of the underground drip or soaker hose type is preferred. Irrigation systems which use spray heads should be limited to use of short durations and an operating plan should be provided.
 - c. Any outdoor water feature which sprays water into the air is specifically prohibited. Outdoor fountains of the recirculating type are permitted if the water is not sprayed into the air, but cascades or trickles down.
 - d. All outdoor water features including irrigation systems must be reviewed and approved by both the ACC and the Water Committee.