



## **Architectural Review (New Construction)**

The Caughlin Ranch Homeowners Association is pleased you have decided to build at Caughlin Ranch. Caughlin Ranch is a 2,300 acre master-planned community. To ensure the highest quality for the Caughlin Ranch, prominent planners, architects, and engineers were employed to design the layout of the residential and non-residential land uses, common areas, and other improvements around the natural and enhanced environments of this area. The Caughlin Ranch Homeowners Association wishes to extend the high standards of design with the architectural review of all exterior improvements by a committee comprised of design specialists.

Caughlin Ranch architectural review is intended to assist you as well as protect the property values of the community. Should suggestions be made regarding your plans, or if changes are required, they will reflect careful consideration by the members of the Architectural Control Committee (ACC).

To ensure the high standards established by the Caughlin Ranch Homeowners Association, the following procedures are required for plan submittal:

1. The ACC's policy and most Supplemental Declarations (CC&Rs) require that house plans be designed by a certified or licensed architect. Residential designers may only be used in neighborhoods where specifically permitted by the Supplemental Declaration.
2. Please read the Caughlin Ranch CC&Rs before proceeding with the architectural design of the residence. Should you have any questions regarding design standards and restrictions, please contact the CRHA staff at 746-1499.
3. Before proceeding with the architectural design of the residence, it is also recommended that you check with CRHA staff regarding setbacks, height and various restrictions which may be different from the City of Reno or Washoe County requirements. In the event of any discrepancies, Caughlin Ranch requirements must be met, unless the ACC members determine a variance is warranted. **Construction must not begin prior to FINAL approval of plans.**
4. It is suggested that preliminary plans and outline specifications be submitted prior to starting final construction documents. Preliminary plans must include site/grading plans, floor plans, elevations and specifications regarding all exterior materials (see checklist). Only a complete submittal and all the information noted on the checklist will be accepted for final review. The checklist and plan review fee shall accompany all submittals prior to ACC review. The plan review fee need only be paid with the initial submittal. Contact CRHA for a checklist and to verify the plan review fee amount.
5. Preliminary plans will be reviewed by the ACC and returned with comments to the applicant within 45 days from the date of submittal. Any revisions required by the ACC must be made to the plans and resubmitted for review. After approval of the preliminary design, final construction documents may be completed and submitted for final review and approval. **Construction must not begin prior to FINAL approval of plans.** The ACC will do its utmost to expedite this process. The ACC meets the second and fourth Wednesday of every month. Plans must be submitted by 4:30 PM on the Friday prior to the meeting.