



<b>AGC Submittal Descriptions Application Fee Schedule</b>	<b>Total Fee Amount</b>
<b>Custom/Architectural:</b>	<b>\$10,000.00</b>
Review Fee Portion	\$1,800.00
Final Inspection Portion (Over three inspections will result in an additional \$200 charge)	\$200.00
Refundable Portion after passed inspection	\$8,000.00
<b>Additions/Structures/Remodel:</b>	
Including casitas, sun rooms, or any architectural changes, as well as additions to the structure whether freestanding or attached.	<b>\$1,500.00</b>
Review Fee Portion	\$675.00
Final Inspection Portion (Over three inspections will result in an additional \$75 charge)	\$75.00
Refundable Portion after passed inspection	\$750.00
<b>External Changes:</b>	
Including paint/color changes, mow strip, landscaping, water features, play structures, hot tubs, solar, trellis, sheds, or any other exterior change to the property or home.	<b>\$200.00</b>
Review Fee Portion	\$60.00
Final Inspection Portion (Over three inspections will result in an additional \$50 charge)	\$50.00
Refundable Portion after passed inspection	\$90.00
<b>Desk Review</b>	
Including tree species change, basic design courtyard gates, minor trim color change, wire fencing installations, and pre-approved storm doors.	<b>\$100.00</b>
Review Fee Portion	\$25.00
Final Inspection Portion	\$25.00
Refundable Portion after passed inspection	\$50.00

*More than three final inspections will result in the final inspection fee being doubled. If construction is not as presented on plans, the refundable portion of the application fee will be forfeited. No cash or credit card transactions can be utilized for these submittal fees. The payment must be made by way of check or money order made out to Somerset Owners Association. The submittal fee must be turned into the SOA at 7650 Town Square Way Reno, NV 89523.*

**Please contact the AGC Director if you plan to attend the presentation of your plans, as time is limited.**



# Somerset Owners Association Aesthetic Guidelines

Homeowner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Home Number: (\_\_\_\_) \_\_\_\_\_ Alternate: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

This application is an:

- Initial Submittal
- Additional/Modification to a Submittal
- Extension Request

I/we request approval of the installation of the following alterations to our property:

- Landscaping
- Mow Strip Change
- Containment Wire
- Physical Disability Accommodation
- Trellis/Sun Room
- Storm/Security Door
- Paint Color Change
- Play Structure
- Home Addition
- Full Custom Home
- Other

Comments & Notes about work:

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Included with Submittal:

*(Please verify within the guidelines the specific forms required based on the submittal)*

- Plot Plan
- Pictures of Existing House/Area/Conditions
- Material Samples
- Color Swatches
- Plan Drawings
- Landscape Data Sheet
- Payment

To Be Constructed By: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

*By providing your contractor's email address, you are authorizing the association to provide committee comments and letters directly to the contractor in addition to you as the owner.*

I hereby acknowledge that I am submitting plans that follow the Guidelines set forth by HOA and have provided as much detail as possible to represent my plans. I understand that my plans will be reviewed by the Committee at the next scheduled meeting and that I may choose to attend. If choosing to attend, notification shall be given at the time of submittal so the committee can plan accordingly. Additionally I understand that my contractor must follow the Contractor Rules and Regulations adopted by the Board of Directors.

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date



# Somerset Owners Association Aesthetic Guidelines

The following details the procedure for submitting improvements for review by the Aesthetic Guidelines Committee:

- 1) Submit one (1) completed copy of the Architectural Modification Request Form, Indemnity Agreement, and necessary construction drawings, to the appropriate Association with contact information on the bottom of the page.
- 2) Drawings must include location and screening of equipment, site plan, setbacks, materials, colors and any information pertinent to the proposed improvement such as brochures, pictures, etc. See Section 4 for more detail on submittal requirements.
- 3) Plans submitted to the Somerset Owners Association Aesthetic Guidelines Committee require applicable payment to be made at the time of submittal.
- 4) Upon review of your plans by the Committee, you will receive written notice of their approval, request for further information, rejection or conditional approval within fourteen days of the meeting.

**CONSTRUCTION/INSTALLATION IS NOT TO BEGIN UNTIL WRITTEN APPROVAL OF PLANS IS OBTAINED BY THE COMMITTEE AND/OR PLANS HAVE BEEN STAMPED.**

To avoid construction delays, please ensure forms and plans are complete prior to submittal, and comply with the guidelines. All submittals must be received 5 business days before the next regularly schedule review meeting.

**OFFICE USE ONLY**

Submittal Type:

SOME - AGC    SACN - ARC    VUES - ARC

Date Request Received by Office: \_\_\_\_\_ Date of Review: \_\_\_\_\_

Payment Amount: \_\_\_\_\_ Refundable Deposit: \_\_\_\_\_

Date Response Letter Sent: \_\_\_\_\_

Approved    Conditional    Denied    Requesting Further information

Comments/Conditions: \_\_\_\_\_

Sign Off: \_\_\_\_\_

Final Inspection Requested: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Status:  Approved    Denied   Letter Sent: \_\_\_\_\_

Comments or Status of Follow-Up: \_\_\_\_\_

If Sub-Association – Submittal to SOME AGC    YES    NO

If SOME AGC required – final results submitted to Sub-Association    YES    NO



**INDEMNITY AGREEMENT**

OWNER (identified below) is the owner of property located within Somerset and wishes to commence construction of improvements ("improvements") set forth as attached hereto.

CONTRACTOR (identified below) has been hired by Owner to effect the improvements.

CONSTRUCTION of the improvements is subject to the Declaration of Covenants, Conditions, and Restrictions for the Association, as well as certain Rules and Regulations of the Association and/or Committee.

THE ASSOCIATION and the AGC may exercise supervisory responsibility with respect to ascertaining that Contractor's operations and improvements comply with the Rules and Regulations, Design Guidelines and CC&Rs.

CERTAIN INDEMNITIES are required of the Owner and Contractor, as follows, prior to commencement of construction of any improvements.

ACCORDINGLY, OWNER AND CONTRACTOR hereby agree to construct the improvements in accordance with the Rules and Regulations, Design Guidelines and Declaration of Covenants, Conditions and Restrictions of the Association.

OWNER shall be responsible for the conduct of Contractors, its employees and agents within the Association. Owner and Contractor understand and agree that violations of the Rules and Regulations may be met with a warning, stop work order, lien assessments, and/or revocation of Contractor's right to enter property.

OWNER AND CONTRACTOR hereby indemnify the Association and the Committee, and agents thereof, and hold them harmless against and from any and all liabilities, claims, losses, damages and expenses connected with the improvements or construction of the improvements.

Somerset Owners Association and the Aesthetic Guidelines Committee

AGREED AND ACCEPTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

"OWNER"

"CONTRACTOR"

\_\_\_\_\_  
Name(s)

\_\_\_\_\_  
Name(s)

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
City/State/Zip

(\_\_\_\_\_) \_\_\_\_\_  
Phone Number(s)

(\_\_\_\_\_) \_\_\_\_\_  
Phone Number(s)

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Signature/Date



**LANDSCAPE DATA SHEET**

*Owners should verify landscaping requirements within the applicable Guidelines to ensure compliance with tree/shrub types, quantities, spacing, etc.*

**Address:** \_\_\_\_\_

**Lot Type If applicable:**  **Corner**     **Custom**     **Merged Lots**

**Landscape Data:**                       **FRONT YARD**                       **REAR YARD**

Total Area:                                      \_\_\_\_\_ sq. ft.                      \_\_\_\_\_ sq. ft.

Side Yard Widths                                      \_\_\_\_\_ ft.                      \_\_\_\_\_ ft.

Turf Provided:                                      \_\_\_\_\_ sq. ft.                      \_\_\_\_\_ sq. ft.

Total Hardscape Area:                                      \_\_\_\_\_ sq. ft.                      \_\_\_\_\_ sq. ft.

*(Patio, Concrete, Pavers, Sidewalks & Pathways)*

Total Mulch/Planting Area:                                      \_\_\_\_\_ sq. ft.                      \_\_\_\_\_ sq. ft.

Trees Provided:                                      \_\_\_\_\_

Shrubs Provided:                                      \_\_\_\_\_

Variance requests if required: \_\_\_\_\_

**Additional Data:**

Mulch Type & Size: \_\_\_\_\_

*(If not from approved mulch list, please provide a rock mulch sample for review)*

Lawn Edging: \_\_\_\_\_

*(Concrete curb, colored concrete or recycled bender board)*

Lighting Type: \_\_\_\_\_

*(List details of fixtures, wattage, etc of any lighting desired in landscape)*

Containment Wire: \_\_\_\_\_

**Mow Strip Data**

Turf – as installed by builder or Kentucky blue/rye mix, unless otherwise provided, with spray irrigation. Turf should be of the same type as planted in the front yard area.

• TURF TYPE: \_\_\_\_\_

Juniper – for yards with xeriscape to offer a low growing drought tolerant option with drip irrigation.

Wiltonii (blue rug) Size \_\_\_\_\_

Glomerata Size \_\_\_\_\_ (restricted in Sierra Canyon Villages 1-10)

*Plans should be to-scale with the scale indicated on the plan itself along with a Planting, irrigation, and lighting plan. Planting plan should include plant material legend including quantities sizes and location of trees and shrubs. Indicate rock outcrops, decks or patios, fences and walls (with heights indicated), service yards, and any other freestanding structures.*



## NEIGHBOR AWARENESS FORM

Homeowner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Proposed changes: \_\_\_\_\_

I/we informed all affected neighbors of the proposed project. Each neighbor has been notified that the plans are being submitted for approval.

**Adjacent Neighbor:**

Name: \_\_\_\_\_ Home Number: (\_\_\_\_) \_\_\_\_\_

Property Address: \_\_\_\_\_

Acknowledged  Concerned Neighbor's Signature & Date: \_\_\_\_\_

**Adjacent Neighbor:**

Name: \_\_\_\_\_ Home Number: (\_\_\_\_) \_\_\_\_\_

Property Address: \_\_\_\_\_

Acknowledged  Concerned Neighbor's Signature & Date: \_\_\_\_\_

**Rear Neighbor:**

Name: \_\_\_\_\_ Home Number: (\_\_\_\_) \_\_\_\_\_

Property Address: \_\_\_\_\_

Acknowledged  Concerned Neighbor's Signature & Date: \_\_\_\_\_

**Facing Neighbor:**

Name: \_\_\_\_\_ Home Number: (\_\_\_\_) \_\_\_\_\_

Property Address: \_\_\_\_\_

Acknowledged  Concerned Neighbor's Signature & Date: \_\_\_\_\_

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

**This form ratifies that the surrounding homes of lot owners have been notified of the proposed project. If you have concerns regarding the proposed improvements, you are encouraged to discuss your concerns with the requestor prior to the plan being submitted for review.**