

To: All members of the BPPOA

From Jeff Brandner-Design Chairman

Re: ROSS PEAK RANCH - BRIDGER PARK PROPERTY OWNERS' ASSOCIATION (BPPOA) - DESIGN REVIEW AND APPROVAL PROCESS FOR CONSTRUCTION AND/OR PROPERTY IMPROVEMENTS

In the building of any new home, structure or improvement of any kind in our subdivision, there needs to be a review and approval by the BPPOA of both the proposed design and all documents related to the build, plus a review to make sure that the new construction meets all the requirements of our covenants and design regulations. The BPPOA's Committee for Design Review (CDR) is responsible for this review and approval. The BPPOA's application form (please see the attached) for new construction is to be completed by the property owner and his or her architect and construction contractor. To make this as clear and as easy as possible we are providing in the application itself a checklist to ensure that all the required information for final plan review is provided by the applicant. Please Note: A County Land Use permit and septic permit is required for final plan review and approval to build. It remains the responsibility of the property owner, the architect and the builder to read and become thoroughly familiar with the requirements contained in the design-review section of BPPOA's covenants and design regulations to make sure that they are all being followed. Adherence to the covenants helps ensure that the integrity of Ross Peak Ranch subdivision continues and that any home built in the subdivision protects or even enhances the property values of all property owners.

Property owners are required to provide on the building site, off subdivision roads, a location for dumpsters and storage of materials. There needs to be adequate parking for construction workers and vehicles on site to minimize road congestion. This is in consideration of all property owners and for snow plowing. Also a gravel/pitrun driveway base should be installed at the start of construction to minimize mud and dirt on subdivision roadways and that all mud and dirt on roadways be cleaned up as soon as possible.

The following items are required along with the completed application for final design review and approval:

- "tear sheets" to show exterior window styles and exterior lighting fixtures are to be submitted
- 2 copies of the completed architectural plans must be submitted. The CDR will review one copy and the BPPOA's outside consulting architect will get the 2<sup>nd</sup> copy. Submitting electronic copies is an option. This should be discussed with CDR.
- While an initial sketch-plan submittal is not required, it is highly recommended. A preliminary sketch may allow obvious covenant issues to be identified before your architect begins the more detailed and time-consuming phase of developing a full set of building plans.
- Samples of materials used for the exterior need to be provided. This should be done using a maximum 2' by 2' board with sample materials mounted on the board—if necessary more than one board can be submitted. The sample materials should include, but are not limited to: roof, siding, exterior trims and paint samples.

• Landscaping plans also require review and approval and are to be submitted. We are aware that most landscaping does not take place during the same year as the home is being built. However, preliminary landscape plans are required. As a reminder, property that is to be irrigated is limited to 5,000 sq. ft. All trees that are going to be removed must be identified. A complete set of landscaping plans must be provided and approved before any of the actual landscaping work begins.

Certain fees are to be paid as part of the review process:

1. An initial \$750 fee deposit for the BPPOA's contracted architectural review. If there are no issues with the submittal documents, and if the plans and documents are complete and straightforward, the \$750 will likely be all that is required. If our contracted architect, or the CDR finds covenant or design regulation issues which require additional architectural review time, there could be additional fees. We hope the total will not exceed \$1,000. Please make your check payable to BPPOA and we will pay the architect.
2. \$1,000 refundable deposit. This fee is payable to BPPOA. Once the new construction is completed, there will be a site review by a CDR member to verify that landscaping is complete, and all construction materials and signage have been removed. If the site and surrounding areas are cleaned-up, the \$1,000 will be refunded to the property owner.

Water hook-up fee. All homes in our subdivision must be hooked up to the community water system. To protect the integrity of our central water system this hook-up must be done under the guidance of the BPPOA's water system engineer, APE. Please contact APE at 406-586-1700. APE will need a few days notice in order to be on-site for the hook-up.

Please do not hesitate to call me with any questions and I will make sure I get your inquiries to the proper individual for answers. If you need another set of the BPPOA's covenants and design regulations, including any amendments, I will arrange to have them sent to you.

Thank you very much.

Sincerely,

Jeff Brandner

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