



# **Big Pole Estates Homeowner's Association**

## **Architectural Control Committee**

### **Approval Process for Building Plans and Other Construction Projects**

**Revised January 2023**

**Point of Contact for Submitting Building Plans**

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# Big Pole Estates Home Owners Association

## Architectural Control Committee

### Approval Process for Building Plans and Other Projects

#### Forward:

Big Pole Estates has some of the most spectacular views in Wasatch County. To facilitate good neighbor relationships, any lot owner contemplating building a home on their lot shall contact the adjacent lot owner(s) by phone or email to discuss placement of the home on the lot so that all parties shall consider preservation of the views. Contact information for the adjacent lot owners is available from the HOA President or other Board Members.

The discussion shall be focused on preserving views, maintaining appropriate separation, maintaining privacy, etc. Discussions should be conducted with the intent to work together for amicable solutions to maintain the aforementioned items. Maintenance of views and privacy are a high priority in Big Pole Estates. Efforts should be made to work together to foster positive neighborly relationships.

This contact should be made as soon as practical once the lot owner has decided to build. By having these discussions early, there should be no additional cost to the lot owner. The lot owner shall submit a statement that such discussion(s) have been conducted along with the plan submittal and questionnaire. **The statement is incorporated in this document as Attachment A. This attachment must be submitted at the same time the building plans are submitted for approval.**

#### 1. Purpose of the Architectural Control Committee

The Architectural Control Committee and this document are established under the authority of the Declaration of Covenants, Conditions, Restrictions, and Management Policies (CC&Rs), a legally binding and recorded declaration, dated 17 May 1996, for all properties within Big Pole Estates.

The Big Pole Estates HOA Board and the Architectural Control Committee have established an approval process for reviewing and approving building plans and other covered projects for all property owners. This document is primarily focused on the approval process for constructing a new home. However, the document also covers other types of projects as stated in Section 3. Note, compliance with the Wasatch County Building Codes is the responsibility of the lot owner and his/her builder. **Nothing in this document or our approval process shall be construed to permit the lot owner or builder to violate the County Codes.**

A property owner should first be aware of and comply with all Wasatch County Building Codes and other regulations regarding any aspect of design and construction for any

project undertaken by a homeowner even if such requirement is not explicitly referenced in this document. The property owner should contact the Wasatch County Building Department for more information 435-657-3200 or [building@wasatch.utah.gov](mailto:building@wasatch.utah.gov) .

This Architectural Control process has been established for three reasons:

1. To interpret and implement the Declaration of Covenants, Conditions, Restrictions, and Management Policies, commonly known as the CC&R's related to what the Architectural Control Committee oversees. See Article 5, pages 10 through 15 and Article 6 p.15 of the CC&R's. While there are a number of restrictions listed of pages 10 through 15, our process relates only to those that are within the control of the Architectural control committee.
2. To communicate the process to all property owners. Compliance with these requirements will facilitate the Committee's review of the plans in a timely manner. The review process will not begin until all required documents are received.
3. To maintain high standards for the buildings and other projects in the Big Pole Estates subdivision while preserving the appearance and market value for all properties in this subdivision.

This is a living document and may be changed and updated anytime as agreed upon by the Board of Directors and the Architectural Control Committee.

### 3. Projects that Must Be Approved

- a. Design and construction of a new home.
- b. Any building addition, storage shed, gazebo, pavilion, permanently installed swing sets or play structures, playhouse, garage, carport, patio, fences, or other structure or improvements on the homeowner's property. If in doubt about any project, please contact the HOA President for clarification.
- c. Structures that are intended to screen recreation vehicles.
- d. Alternative Energy Projects including Rooftop Solar Systems and Wind Turbines
- e. Propane Tanks – Propane tanks for primary heating systems are no longer permitted for new construction in Big Pole Estates. However, any existing tanks are hereby grandfathered. Effective 1 June 2008, *all* tanks of any type must be buried underground. The energy cost of propane is 3 to 4 times more expensive than natural gas, so any existing home using propane should seriously consider conversion to natural gas. This stipulation does not include small propane tanks attached to outdoor grills or other similar appliances.
- f. Signs on property other than "for sale signs" or project identification signs. (See CC&Rs Article 5, Section 5.9 for signage size restrictions). Political campaign signs shall be subject to county restrictions and, in no case, shall be larger than two feet by one and a half feet with no more than one sign per

candidate (or cause). All political signs should be removed within two weeks after the end of the campaign.

#### 4. Fire Protection

In a wooded mountain setting like Big Pole Estates, fire safety is important all year. In this section, we identify several factors that are important in planning your home and some of its features.

The vegetation that makes the area attractive through the summer and fall can also make it dangerous unless everyone is sensitive to fire risks - especially during summer months. A few years ago, we made a concerted effort to remove dead scrub oak and other materials to reduce our fire risks. We worked with the State and County Fire Protection Agencies and received matching grant money (equivalent labor) to finish the project. During our joint efforts, we learned a lot about preventing devastating fires and protecting our homes. We also spent nearly \$40,000 to support that initial effort. Since that time, we have conducted additional scrub oak thinning and removal on an annual basis using a contractor and HOA funds of over \$30,000.

We have adopted several policies within the subdivision to enhance our fire safety program. These include:

- There shall be absolutely no open fires **at any time**, including during the construction of new homes, on any lot or in any part of the common area. Construction debris must be hauled off-site for disposal.
- For new construction or remodeling that includes the addition of a fireplace, no wood-burning fireplaces are permitted. Fireplaces should be natural gas-fueled. This eliminates the risk of sparks from wood-burning stoves and fireplaces.
- Outside fire pits cannot be wood-fueled. According to Wasatch County Fire Protection, fire pits are permitted if they are fueled by natural gas or propane and have at least a 15-foot radial clearance from the edge of the pit to combustible materials.
- You must create "Defensible Space" around your home during and after construction. This is defined as at least a 30-foot zone that is essentially free of combustible materials and tall vegetation. This space will result in a better chance of your home's survival should we have a fire in the area. The use of gravel and other stone-like materials in this zone is suggested as well as plant species that are firewise.
- You should clear your property of deadwood and brush. The Gambel Oak or scrub oak often has dead branches that add to the fuel load should a fire break out. Reducing the fuel load reduces the risk and enhances the opportunity for fire crews to put out a fire.

State and County Fire Protection Agencies have established that if a brush fire does occur in our neighborhood, their ability to protect life and property is greatly enhanced by the defensible space corridor.

In this defensible space, no large trees should be planted and existing scrub oak should be removed. Dead scrub oaks and dead branches on live trees should be removed throughout your property to reduce neighborhood fire danger. You can obtain more information about the Defensible Space concept and much more to keep your property protected at

[https://www.utahfireinfo.gov/prevention/defensible\\_space.html](https://www.utahfireinfo.gov/prevention/defensible_space.html)

During our fire mitigation effort, the fire protection agencies made it clear that they would give priority to protecting homes with defensible space if a wildland fire were to break out.

#### 4. Design Requirements

1. Read the CC&R's so that you are familiar with them before you design your building project. Particularly pay attention to square footage requirements. The minimum **finished** living area square footage of a home is 2500 square feet. If you are planning a home that you can live in and at the same time rent out part of it, then you need to re-read the CC&R's. This neighborhood is designated for **single-family homes only**.
2. Plan enough space in your home and storage areas to store all of your items. Pay particular attention to Sections 5.6 to 5.8 of the CC&R's that discusses unsightly articles and recreation vehicles.
3. No doubt, you have decided to live at Big Pole Estates because of the tremendous natural beauty that surrounds us. Choose exterior color schemes that **complement and blend** with the landscape. Earth-tone colors for your roof, exterior walls, trim work, and window frames are required. **White** is not an earth tone color.
4. Keep in mind that the western sun is hot. Large eaves and deck roofs, as well as fascia's, will not only enhance the look of your home but keep it cooler as well.
5. The stars are bright at Big Pole Estates! Respect your neighbors and install lighting that will avoid unnecessary light pollution on neighboring properties or common areas. Use lighting with dark sky compliance reflectors/shades that will keep light from reflecting up. Use LED bulbs and keep the lumen output to a minimum. Pole lights that are continuously on after sunset are specifically prohibited. Low lumen street lights are acceptable. If you are uncertain as to allowable lighting, contact the HOA President.
6. During construction, your builder should place a layer of gravel or roadbed material on driveways to keep dust and/or mud from being transported from the construction site to Pole Drive. If your construction is completed during the winter or during a wet spring, you may postpone the installation of your driveway until the ground is dry. The driveway must be constructed from concrete or

asphalt. It is understood that due to soil settling concerns, you may choose to defer paving the driveway for one year to allow excavated soils to settle. However, during this period, a gravel surfacing must be maintained.

7. Big Pole Estates has culinary water only, and it is quite costly. Xeriscaping along with a drip irrigation system is a cost-effective solution for utilizing culinary water in your landscape. Furthermore, before your property is landscaped, it can get very dusty. Bark mulch is an excellent material to reduce dust without requiring continual use of water.

Discuss with your builder or work with a landscaper to help you install water-saving plants, shrubs, native grasses, and rock retaining walls as soon as you can.

Gravel is an excellent low-cost ground cover that requires minimal maintenance. After the first year, weeds will sprout in the gravel but spraying with a suitable herbicide is very effective and is not labor-intensive.

Water is distributed to Big Pole Estates by Twin Creeks Special Service District.

8. Inform your builder that our CC&R's stipulate **no open fires anywhere at any time in Big Pole Estates.** This includes no burning of building material scrap generated during or after construction. All scrap construction materials must be hauled away several times during construction to keep such materials to a reasonable minimum.
9. Inform your builder that no access to your lot with any equipment or trucks via any common ground or neighboring lot is permitted. This tears up the flora. Your builder must access your lot via your own property only.
10. Inform your builder and other suppliers who have participated in the design or construction of your home, to remove all advertisement signs within 30 days after the home has been sold or occupied.
11. Please advise your builder that the Big Pole HOA Board has guidelines to be followed by all general contractors operating in Big Pole Estates. These guidelines are intended to preserve peace and harmony with the neighbors during the construction process as well as keep the job site neat, clean and free of any construction waste that could impact nearby property. This list includes items such as keeping curbsides neat, measures to keep mud off the roads, quiet hours, no radio noise beyond property boundaries, trash removal, etc. A copy of these guidelines is also attached to this document as Attachment D.
12. Currently, the review process is done by HOA member volunteers at no cost to the future homeowner. Major plan revisions or additions after the plan is reviewed and approved will incur a \$500 change fee.

13. Any significant plan changes to the exterior of the home or additions such as another structure, including a greenhouse, an outbuilding, a freestanding garage, fence, etc., must be reviewed by the Architectural Review Committee. So, you are encouraged to submit a complete plan of the final design to avoid a review change fee. The assessment of the change fee is at the discretion of the HOA Board.

## 5. Time Frame for Approving Projects

As stipulated in the CC&R's, the Architectural Control Committee will give notice of its approval or disapproval of such plans and specifications within thirty (30) days after receipt of *all required* information requested by the Committee. If submitted plans are incomplete, the 30-day clock begins again at the time of the submission of missing items. The Committee will make every effort to review the plans promptly.

Plan revisions in advance of commencement of construction will follow the same above review time frame.

If during construction, a plan revision that affects the house footprint, elevation view, or other external feature is required, the homeowner or his contractor shall then notify the HOA president or other Board member. The Architectural Review Committee will make every effort to conduct their review as expediently as possible.

## 6. Projects that are covered by this Architectural Control Process

Each project covered under the review and approval process described herein requires a different set of design information. The major types of submittal packages are defined in this section. However, if not explicitly covered, it is suggested you contact a Board member for advice.

### A. Home Design Plans

A full set of building plans for home or additional buildings and other structures must be submitted as a PDF File. Be aware that no old or second-hand structures shall be moved onto any lot. If building plans contemplate the use of used lumber (e.g., barn siding), this needs to be specifically identified in Attachment B. The HOA reserves the right to reject the use of used lumber at its sole discretion.

Building plans must include:

- a. Front, back and side elevations
- b. Floor plans for each level showing finished and unfinished areas (including square footage for each level include finished area square footage).
- c. Site plan showing how the building sits on the lot, setbacks, locations of the septic tank and drain fields, minimal run-off plan, driveway grade, major



retaining walls wherever the ground slope is exceeded, and known additional structures that will be placed on the lot.

*Note that for lot numbers 33 through 38, all buildings, including decks and porches must be built within 100 feet of the front lot line. See the plat for clarification. The purpose of this requirement is to not obstruct views from lots uphill homes. If this requirement presents a design problem, there may be an appeal process available if the view obstruction is minimal. The homeowner will be responsible for any costs associated with the appeal process.*

- d. Landscaping plans for the property shall be included as part of the plans. These plans should describe in reasonable detail the landscaping plan for at least the front of the property facing the street. Execution of these plans within one year after completion of construction shall be the basis for satisfying the refund of the Construction Compliance Fee described in Section 8 below.
- e. Re-vegetation and erosion control plans for building lots and common lands when lot owners that must cross common areas to reach drain field areas must be submitted. Note that there are specific requirements for minimum landscaping. See Section 10 below.
- f. As discussed in the Forward to this document, the documentation that describes the discussion on your building site location with adjacent lot owners must be submitted. See Attachment A.
- g. The completed questionnaire, Attachment B, describing materials of construction, colors, and other such information. Material samples and color samples will facilitate the review process.
- h. Septic and drainfield approval document from the County Health Department is required prior to approval of your plans.

## B. Septic System Design and Drainfield Location

One of the first tasks associated with the construction of a home is to determine the building envelop on the lot and the location for the septic tank and the drain field. Due to the rocky nature of the land in Big Pole Estates, not all lots have been suitable for a drain field.

The selection of the area for the drain field process needs to be permitted and approved by the Wasatch County Health Department. This process will affect your building footprint and other design features. **A Wasatch County Approved Septic System Plan must be submitted before the home construction plan is given final approval.**

All existing owners have successfully worked through this process; however, being aware of the process can make home construction easier and less costly. The Wasatch County Health Department has records that may offer additional information on your lot related to prior perk testing. At the time of this document update, the Environmental Health Programs Manager responsible for permitting the septic systems is Tracy Richardson (435-654-2700).

During the development of the subdivision (the mid-1990s), most of the lots were tested and found to have a suitable location for a drain field. However, in a few instances, the lots did not have an acceptable drain field location. Consequently, the developer deeded an additional space (over 1/3<sup>rd</sup> of an acre) for the drain field some distance away from the platted lot. The affected lots were 17, 18, 21, 22, 23, 24, 25, and 26. While the current HOA officers were not associated with the property development, it is our understanding that piping was installed for all of these lots to connect with their respective drain field lots (designated on the plat by the lot number followed by the letter "A.")

According to the Wasatch County Health Department Environmental Health Programs Manager, there are connecting lines between the platted lot and the drain field lots. However, there are no "as-built" drawings for the actual location. The HOA believes that all connecting piping is installed and will function properly, but the HOA does not warrant that such piping is installed and is serviceable. Any buyer should exercise due diligence accordingly. Contact County Health department for more information.

As noted above, due to the importance of locating the septic and drain field on the lot, it is recommended that after the owner selects a tentative building footprint. The owner should hire an approved septic system installer and develop a septic system design and confirm the suitability of the drain field location. The Wasatch County Department of Health, Environmental Health Division, maintains a list of approved septic system installers. They can also provide additional guidance as needed.

If a situation develops that a lot owner cannot find a suitable location for the building footprint and the associated septic system design on his lot, the lot owner can apply to the HOA for special permission to use the common area nearest their lot for a drain field. This process involves additional installation costs for the lot owner and encumbers the lot owner to make a special request to the HOA Board. Such permission is authorized by easement. Permission shall be granted subject to the submission of detailed design information, including quality drawings to the Architectural Review Committee. Approval of the drainfield design by Wasatch County Health Department is necessary before the Architectural Review Committee will give final approval of the building plan.

### C. Home Remodeling Projects

If a remodeling project is planned that affects the exterior of the home, such as an attached garage addition, a sunroom, an extra bedroom, etc., plans for the remodel also need to be submitted and approved by the Architectural Control Committee.

Detailed requirements for a building permit can be obtained at the Wasatch County Building Department. Among the items required by the County and this Committee, will be a site plan drawn to scale showing the setbacks as well as the building location.

Remodeling projects internal to the home are not subject to the Committee's review process. However, finishing a basement or other major projects does require a building permit from the County.

#### D. Unattached Garages and Outbuildings

In general, the types of documents for an unattached garage or an outbuilding are the same as for a new home. However, the acceptable level of detail is generally less. All structures, regardless of size must be approved by the Architectural Control Committee. Any structure over 200 square feet must also be permitted by Wasatch County Building Department.

The primary guidance for design is that the materials of construction should be similar to the materials used on the home exterior. Some deviations are acceptable, especially where exact materials are no longer available. Deviations should be specifically identified.

Metal-clad or plastic surfaced structures will not be approved. Materials of construction shall be clearly described in plan submittal using Appendix B.

#### E. Fences

Fences are not encouraged so that the open feel of the subdivision can be maintained. If a fence is necessary, the requirements for constructing a fence are as follows. Fencing must be limited to the rear area of the lot and behind the front plane of the house. The property owner should submit a design drawn to a reasonable scale showing the fencing location relative to the house and the lot boundaries. A site plan drawing marked up with the fencing plan is appropriate. This does not have to be an engineering drawing. However, a reasonably clear drawing is necessary for approval. Note, all lots in Big Pole Estates have a 10-foot utility easement. According to the County code at the time of this revision, you can locate the fence up to but not over your lot line. However, if you have the fence within the utility easement, you are financially responsible for removal and replacement in the event the easement is needed for utility installation.

Generally, solid fencing is not permitted. The fence style and materials of construction, including samples and colors, should also be submitted using the

building approval questionnaire. Photographic examples or the manufacturer's brochures may also be sufficient.

Chain link fencing is not permitted other than for small enclosures such as a dog run. If fencing is installed for a dog run and if not readily visible from the street, chain link fencing may be approved. The maximum size of the dog run should not exceed 80 square feet (e.g., 20 ft. long by 4 ft. wide). The proposed dog run location and design need to be submitted for review. If a dog run or other small enclosure is visible from a neighbor's lot, suitable vegetation should be planted to reduce any visual impact. These details must be described in the application.

Barbed wire fencing will not be permitted under any circumstances.

## F. Alternative Energy Projects

While the HOA Board recognizes the environmental desirability of certain alternative energy projects, the visual impact of such projects needs to be controlled as these impacts affect all of the HOA property owners. Plans for an alternative energy project must be submitted to the HOA President. Plan approval or rejection will be as expedient as feasible.

In addition, for an alternative energy project, Wasatch County requires a building permit for the project as well. For additional information, contact the County Planning Department at 435-657-3205 and the County Building Department at 435-657-3200.

Furthermore, while the HOA is firmly committed to allowing as much freedom of choice as possible, we shall deny any project that is viewed by the Architectural Control Committee as visually unacceptable. Appeal to the HOA Board can be made but the decision made by the Board is final.

### a) Solar Projects

These requirements apply to multi-kilowatt rooftop mounted solar power projects, whether they are grid-connected or if they are off-grid installations with energy storage. Additional requirements are delineated in Attachment C of this document. The County has a permitting process for this type of system that you must follow.

Ground-mounted solar arrays will generally not be approved in Big Pole Estates.

For a very small, stand-alone solar system (not grid-connected) with total DC power of fewer than 50 watts, these regulations do not apply unless they are roof-mounted and visible from the street. As there are an unlimited variety of projects of the small power level, please feel free to contact the Board for additional advice.

### b) Wind Turbine Projects

Wind turbine projects will not likely be approved if the turbine tower height exceeds 10 feet from the ground due to the potential visual obstruction from surrounding properties. The 10-foot height limit will permit an owner to install a low power generation facility and will not likely impact views from adjacent properties. If a small turbine project is desired but falls outside of the 10 ft. from the ground limit, the owner should contact the HOA president. The specific details of any proposed project must be prepared, including actual photographic evidence of similar installations.

Design and plans for such a project shall be submitted for approval. Specific plan requirements shall include a site installation plan, electrical diagrams, and any other information that the Board requests during the review process.

Wasatch County Planning Department also needs to be contacted to determine if such a small system needs to be permitted.

## 7. Where to Submit Your Plans

Submit your plans to the HOA President via email. The plans must be submitted in a PDF format as required by the County. The president's email address is shown on the title page of this document. You will be given instructions as to delivering the paper copies of the plan if required. He/she will distribute the plans to the Architectural Control Committee members. The plan review process will not begin until all required documents are received. The Committee chair may contact you for clarification or if more information is needed.

## 8. Construction Schedule

Construction should be completed as soon as possible but not later than 18 months after the excavation has started. If a schedule longer than 18 months is known at the time of plan approval, that should be identified and approval may be granted at that time.

However, the HOA realizes that there are many factors that can affect the overall construction progress after construction has begun and the 18 month requirement may not be met. Once those conditions are identified, the homeowner should advise the HOA Board of the delay and provide a revised estimate for completion.

## 9. Construction Compliance.

For new home construction, a refundable \$8,000 construction compliance fee shall be paid to the HOA by the applicant lot owner prior to the approval of the plans. The purpose of this fee is to enable the HOA Board to pay for damages to streets and/or nearby property caused by the construction of the home or for non-compliance fee with requirements in this document.

The homeowner is required to build the house according to the approved plan. Any significant change in the final construction that differs from the approved plan may

impact the refund of the construction compliance fee at the sole discretion of the HOA Board.

The fee is also levied to assure that landscaping as identified in the Landscape Plan (Section 6-A-d) is installed by the lot owner or contractor. The landscaping shall be completed within 12 months following the issuance of the Certificate of Occupancy. If such time constraint cannot be satisfied, the Board may, at its sole discretion, approve an extension upon receiving a written request and justification.

This fee will be returned to the lot owner after the construction is completed and all requirements have been met. Should the HOA incur any expenses associated with the construction of a home, all or a portion of the construction compliance fee may be used to cover those costs.

No plan will be approved until the construction compliance fee has been paid to the HOA.

Should your plans not be approved and you decide not to build, the construction compliance fee will be promptly refunded.

Note, that since the establishment of this fee, all fees have been refunded to the homeowners.

## 10. Committee's Approval.

For home construction or other projects requiring county permits, after the plans are approved by the Architectural Control Committee and the construction compliance fee is paid, the HOA President will notify the Wasatch County Planning Department that the plan is approved by the HOA. Wasatch County's approval for a building permit is contingent on HOA approval.

For other projects covered by this document and not requiring county permits, the HOA President will notify the homeowner of project approval after the project is approved by the Architectural Control Committee. If a proposed project is not approved, complete details for the basis for rejection shall be provided. While each case is different, an appeal opportunity will generally be provided.

No plan for any project is officially approved unless the homeowner has received written approval from the HOA President.

## 11. Landscaping

Each new home has the potential to increase or decrease the value of every other home in the subdivision. It is in the self-interest of all of us to keep our community as attractive as possible to enhance resale value and to attract high-quality new construction. New prospective buyers will notice and appreciate quality landscaping in our neighborhood to the same extent as they notice and appreciate the houses.

After construction, all construction materials, including gravel, rock, concrete, debris, dirt, and sand piles, must be removed. All disturbed ground be covered with topsoil and the land raked out and reseeded with drought-resistant native grasses. Once established, native grasses need no supplemental water. These requirements also extend to any land (common or private) that are disturbed for any reason, including the placement of a septic tank and/or drain field, no matter where the drain field is located.

Since Big Pole Estates only has very expensive culinary water, homeowners should incorporate some measure of xeriscaping with rock retaining walls, bark or gravel groundcover, and drought-resistant plants and native grasses. The maximum area for lawn grass is discussed in the CC&Rs. Xeriscaping will enhance the value of your property and that of your neighbors far beyond the cost.

Nearly all plants and trees will require supplemental water during the months of June through August. Drip irrigation can provide the needed water at the lowest cost. Twin Creeks Water District has implemented a radio-based water monitoring system that allows you to monitor your water use via their website.

12. Attachments

A. Statement on Building Site Location - Discussion with Neighboring Property Owners

I, \_\_\_\_\_, owner of Lot \_\_\_ have met with the adjacent Lot \_\_\_ owner (s) \_\_\_\_\_ and \_\_\_\_\_ who have an existing house located next to my lot and who has a desirable view to the west. While all parties understand that as long as I comply with the Wasatch County ordinances for setbacks, that is all I am required by law to do. However, in the interest of all parties, I have made a good faith effort to minimize any site location having an undesirable impact on the adjacent property owner(s).

We have discussed my desired option(s) for locating my house on Lot \_\_\_\_. After the discussion, we have developed an understanding as indicated below.

Check Appropriate Box Below.

<input type="checkbox"/>	We have determined that my plan for locating my home on the lot does not adversely affect his/her views.
<input type="checkbox"/>	We determined that my plan for locating my home on the lot does somewhat affect his views, but the impact is acceptable
<input type="checkbox"/>	We determined that my plan for locating my home on the lot does affect his views, and, in his opinion, the impact is unacceptable.
<input type="checkbox"/>	We determined that my plan for locating my home on the lot does affect his views and I have agreed to review the options with my architect to see if there are any other options.

I am submitting my plan for Architectural Committee review at this time and will update the Committee if any design or siting changes are made.

By (Print Name) \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_



B. Big Pole Estates Architectural Control Committee Project Questionnaire

Please fill out a separate questionnaire for each type of building or structure on your lot. Submit this questionnaire with your building plan.

Date Submitted: \_\_\_\_\_

1. Lot No: \_\_\_\_\_ Owner's Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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

2. Project Type, e.g., home, garage, storage unit, fence, alternative energy project, etc.

\_\_\_\_\_

2. Specify *all* exterior building materials, including window frames and trim including colors, e.g., wood, stucco, imitation stone, natural stone, cedar, log, etc. Once again, we require natural earth tones that will blend with the landscape. White is not a suitable earth tone.

3. Color and material samples should be submitted to avoid delays in approval.

Exterior Walls: Material \_\_\_\_\_ Color \_\_\_\_\_

Material \_\_\_\_\_ Color \_\_\_\_\_

Material \_\_\_\_\_ Color \_\_\_\_\_

Exterior Trim: Material \_\_\_\_\_ Color \_\_\_\_\_

Soffits & Fascia: Material \_\_\_\_\_ Color \_\_\_\_\_

Window Frames: Material \_\_\_\_\_ Color \_\_\_\_\_

Fencing & Other non Building Structures:

Material \_\_\_\_\_ Color \_\_\_\_\_

4. Specify the type of roofing material and color that you will be using. Once again, we require natural earth tones that will blend with the landscape. Wooden shakes are NOT ACCEPTABLE due to fire hazards.

Roofing Material: \_\_\_\_\_ Color: \_\_\_\_\_

4. Total square footage exclusive of porches, patios, garages, carports, and unfinished storage rooms.

Main Level \_\_\_\_\_, Upper Level \_\_\_\_\_, Lower Level \_\_\_\_\_ Garage \_\_\_\_\_

Total finished interior square footage excluding garage\_\_\_\_\_

6. Will this home be your \_\_\_\_\_ primary residence \_\_\_\_\_ part time vacation residence or \_\_\_\_\_ an investment property that will be resold after it is built?
7. Any additional information about this project that you would like to communicate to the Committee.

Once again, no building plan will be approved until the construction compliance fee has been paid. To avoid delay in approval, please send your \$8,000 construction compliance fee to:

Big Pole Estates Home Owners Association  
C/O Ray Reutzel, 290 Pole Drive, Heber City, UT 84032

## C. Solar Energy Project Requirements and Design Guidelines

These requirements contemplate a grid-connected solar panel technology. If any new technology becomes available, such as solar shingles, these requirements may change.

All solar installation projects must be approved by Heber Power & Light and permitted by the Wasatch County Building Department. At this time, HP&L currently offers grid-connected customers a net-metering option. Your solar contractor will generally make all arrangements for approval and permitting through Heber Power and Wasatch County. If you are installing your own system, permitting will be your responsibility.

Solar panels are optimally located on the southern area of a roof. However, panels can be located on both the east and west slopes with some sacrifice to total system efficiency. Qualified solar system vendors will readily offer preliminary designs and show you where the optimum location for solar panels could be located.

You can find an independent energy production assessment methodology at <https://pwwatts.nrel.gov/pwwatts.php>. If you want assistance using PV Watts, you can contact one of the directors for a possible reference.

Once you have identified a solar system vendor you intend to work with, a Solar Project Description must be submitted to the HOA. The solar vendor can prepare all/or most of the Solar Description Document meeting the Big Pole HOA Requirements as listed below:

- All solar panels must be mounted on the roof area of the owner's property and parallel to the roof ridge. In addition, the panels must be placed on a racking system in parallel to the roof (no elevated slopes to optimize solar angle).
- No solar panel arrays may be mounted on the ground.
- Solar panel frames must be black anodized aluminum. Panel support systems (racking systems) should be black if that color is available.
- Solar Panels should be placed on roof areas not visible from the street in front of the house. No breezeway, entryway or other smaller roof areas can have solar panels on them.
- Owners requesting a solar panel installation approval must submit a preliminary design proposal from a qualified solar electrical contractor. The proposal must identify the major components (panels, inverters, racking system). The manufacturer's solar panel and mounting hardware specification sheets should specify the color of all materials associated with the panel.
- All rooftop electrical components must be contained in the appropriate electrical conduit as required by the Wasatch County codes.

- The review package shall include the installation contractors name and license number, a diagram showing the entire roof area, all areas where solar panels will be installed, all setbacks from edges, valleys, and clearly identifying all setback distances from edges, center lines, etc., as required by the Wasatch County Building Permit and Fire Department.

#### **D. Requirements for the General Contractor**

*This document should be printed on 11" by 17" poster board and posted at all Big Pole Estates construction sites In at least two location for all contractors and subcontractors and employees to see. The UPS Store located on Main Street is a location where the document can be printed.*

## ***Keep Big Pole Estates Construction Sites Clean***

**As a general contractor, you have an obligation to keep your job site neat, clean, and free of any construction waste that could impact nearby property owners or cause a street accident.**

**We recognize that construction is a messy process, but there are some common courtesies that will minimize disturbances to the existing residents and maintain a safe environment. These apply to all general contractors and subcontractors. These courtesies include:**

- **Keep the street and curbsides neat and safe.**
  - **Cut driveway curbs as soon as possible to avoiding the use of building materials for easier lot vehicle access.**
  - **If a ramp over the curb is needed, temporary placement of lumber is suitable.**
  - **Install a gravel driveway at the beginning of the project to keep dirt & mud off the street.**
  - **Clean up any mud, stones, large rocks, gravel, dirt, and any construction debris that ends up on the street from the construction site.**
  - **No overnight parking of construction vehicles on the street.**
- **Keep vehicles, construction equipment, trash containers, and toilet facilities off of the street, neighboring lots, and common ground.**
- **No open fires are allowed anywhere in Big Pole Estates.**

- **Respect quiet hours from 7:00 pm to 7:00 am. Refrain from working on Sundays when noisy tools and equipment are being used.**
- **No radio noise beyond property lines.**
- **Keep any unnecessary noise to a minimum.**
- **Please comply with our sign ordinance. Signs not complying will be removed.**
- **Install a trash container ASAP to keep the site neat. We suggest a construction box or a franchised waste haulers “roll off box” to collect and contain all construction waste.**
- **Fill in and re-grade perk holes immediately after the test.**
- **Dead trees on the building site should be removed and live trees should be trimmed of dead limbs. Do not unnecessarily remove live trees.**
- **All disturbed land should be graded and landscaped according to the approved plan. For disturbances to common land, it is mandatory that the area be graded consistent with the original slope and planted with drought resistant grasses and other natural vegetation.**
- **All concrete work for driveways, walkways, and patios must have rebar or fiber mesh to minimize cracking.**
- **In general, keep the construction site as attractive as reasonable.**