



At Fieldcreek Ranch Homeowners Association
www.fairwaysatfieldcreek.com

July 2, 2015

The Board of Directors would like to wish you the best this summer season!

Also, we would like to inform you of actions we have taken that maybe of interest to you. At the June 29, 2015 Board of Directors Meeting, we discussed several issues and want to keep you informed on changes that may affect you.

Gate Closure – Beginning July 6, 2015 the gates will be closed at all times. Please advise your service providers (lawn care, delivery services, contractors, etc.).

Vacant Lot / Construction Lot issues – the Board adopted a fee to be charged when an owner or construction crew drives onto a vacant lot or a lot under construction and tracks mud/debris onto the streets. The owner or their vendor will be charged for the street sweeping costs that are charged for the work done to correct the issue. This will be updated in the Association's Architectural Construction Rules which need to be posted on the property.

Construction Sites – Completion of work/Street Cleaning – in addition to the vacant lots the Board adopted a fee for any new home construction for street cleaning upon completion of construction. This fee is subject to inspection at the time the Architectural Review Committee performs the final inspection on the construction project. If the street is not clean in the area, the Committee will direct Management to contact the street sweeping company. The homeowner will be charged for the street sweeping cost.

Vacant Lot Weed Abatement Policy – the Board reviewed the existing Weed Abatement Policy and amended the policy to state that all vacant lots must have the weed abatement work completed by June 1st. A copy of the amended policy is attached.

Architectural Committee Construction Deposit and Fee Agreement Application – the Board amended the Agreement application to allow for Home Repainting, Small Projects (under \$5000) and Large Projects (over \$5000). This is effective August 1, 2015.

The Board of Directors is striving to improve the community and these actions are meant to assist in retaining our community standards and property values. Thank you for your cooperation and assistance.

Enclosures - 3

Professionally Managed By:
Terra West Management Services
10651 Professional Circle, Suite A, Reno, NV 89551
Phone: 775-853-9777; Fax: 775-853-9771; Website: www.terrawest.com



At Fieldcreek Ranch Homeowners Association
www.fairwaysatfieldcreek.com

July 1, 2015

Dear Homeowner,

Your Board of Directors is asking for your help. Our Architectural Committee for our community is comprised of five community members. Currently we only have three members with one person from the community that has recently volunteered to serve.

We need to fill the last position, so we are asking for members of the community to volunteer, who may be interested in serving on the committee. Members are appointed by the Board to a three year term.

The position requires the Committee to determine if submitted projects are compatible with our CC&R's. Then at completion of the project, verify that the project was completed according to the submitted plans. The projects can vary from simple improvements to a new home that is proposed.

If you have any interest in serving or just have questions regarding the position, please contact Lisa Martin, our Chair of the Committee, for further information. (lisamartinnv@gmail.com)

We would ask that you submit an email to Lisa Martin by July 10th if you are interested.

The Board will meet at a special meeting later in July to make the appointment. If we receive several applicants, the Board will interview the applicants and make a decision for appointment to the Committee at the July Special Meeting.

For a copy of the Association's CC&R's, Article IV - Architectural Committee which outlines the responsibilities of the Committee, please contact Terra West Management or review this information online at www.fairwaysatfieldcreek.com.

Sincerely,

The Board of Directors
The Fairways at Fieldcreek Ranch Homeowners Association

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The Fairways at Fieldcreek Ranch
Homeowners Association, Inc.

**ARCHITECTURAL COMMITTEE
CONSTRUCTION DEPOSIT & FEE AGREEMENT**

Name:	email:	Phone:
Name:	email:	Phone:
Mailing Address:	Fairways Property Address:	
	Reno, NV 89511	

Project Type	Refundable Deposit ¹	Non-Refundable Fee	Time Allowance
New home construction with landscaping <ul style="list-style-type: none"> o Initial submission with plan review o First extension, subject to Committee approval (requested prior to expiration of time allowance) o First extension, subject to Committee approval (requested after expiration of time allowance) o Subsequent extension, subject to Committee approval (requested prior to expiration of time allowance) o Subsequent extension, subject to Committee approval (requested after expiration of time allowance) 	\$15,000 ²	\$500 \$0 \$500 \$500 \$1,000	365 days ³ 90 days 90 days 90 days 90 days
Home remodel, addition, or rebuild <ul style="list-style-type: none"> o Initial submission with plan review o First extension, subject to Committee approval (requested prior to expiration of time allowance) o First extension, subject to Committee approval (requested after expiration of time allowance) o Subsequent extension, subject to Committee approval (requested prior to expiration of time allowance) o Subsequent extension, subject to Committee approval (requested after expiration of time allowance) 	\$5,000	\$250 \$0 \$250 \$250 \$500	365 days 90 days 90 days 90 days 90 days
Home repainting <ul style="list-style-type: none"> o Initial submission with plan review o First extension, subject to Committee approval (requested prior to expiration of time allowance) o First extension, subject to Committee approval (requested after expiration of time allowance) o Subsequent extension, subject to Committee approval (requested prior to expiration of time allowance) o Subsequent extension, subject to Committee approval (requested after expiration of time allowance) 	\$0.00	\$0 \$0 \$250 \$250 \$500	90 days 90 days 90 days 90 days 90 days
Landscaping and/or fencing only <ul style="list-style-type: none"> o Initial submission with plan review o First extension, subject to Committee approval (requested prior to expiration of time allowance) o First extension, subject to Committee approval (requested after expiration of time allowance) o Subsequent extension, subject to Committee approval (requested prior to expiration of time allowance) o Subsequent extension, subject to Committee approval (requested after expiration of time allowance) 	\$1,000	\$250 \$0 \$250 \$250 \$500	365 days 90 days 90 days 90 days 90 days

Large project⁴ ○ Initial submission with plan review ○ First extension, subject to Committee approval (requested prior to expiration of time allowance) ○ First extension, subject to Committee approval (requested after expiration of time allowance) ○ Subsequent extension, subject to Committee approval (requested prior to expiration of time allowance) ○ Subsequent extension, subject to Committee approval (requested after expiration of time allowance)	\$1,000	\$0 \$0 \$0 \$250 \$500	90 days 90 days 90 days 90 days 90 days
Small project⁵ ○ Initial submission with plan review ○ First extension, subject to Committee approval (requested prior to expiration of time allowance) ○ First extension, subject to Committee approval (requested after expiration of time allowance) ○ Subsequent extension, subject to Committee approval (requested prior to expiration of time allowance) ○ Subsequent extension, subject to Committee approval (requested after expiration of time allowance)	\$0	\$0 \$0 \$0 \$250 \$500	90 days 90 days 90 days 90 days 90 days

¹ Deposits are fully refundable only if all applicable conditions are satisfied.

² Refundable deposit of \$15,000 represents \$10,000 for new home construction + \$5,000 for landscaping.

³ In addition to construction of primary dwelling, each lot shall be completely landscaped within one year from the issuance of the certificate of occupancy.

⁴ Large projects are defined as home maintenance or improvement activities with a total project cost of \$5000 or greater.

⁵ Small projects are defined as home maintenance or improvement activities with a total project cost of less than \$5000. Proposed project submittal to include contractor's cost estimate or detailed material take off and cost estimate by homeowner.

Deposits must be in the form of a personal, business, or bank check (no cash or bonds will be accepted). The check will be deposited into the HOA's dedicated deposit account and funds held until the project is completed *in its entirety* or funds are otherwise released or surrendered. Fines and penalties may be deducted from the deposit following the hearing process. No interest will be paid on deposited funds.

(initials) I/We have reviewed and agree to The Fairways at Fieldcreek Ranch Homeowners Association Fine/Construction Penalty/Liquidated Damages Collection Policy.

(initials) I/We have reviewed and agree to The Fairways at Fieldcreek Ranch Homeowners Association Declaration of Protective Covenants and specifically acknowledge:

1. Construction work hours are limited to **7:00 am to 6:00 pm Mon-Sat**.
2. Construction must commence within **one (1) year** from the date of approval.
3. Projects must be completed within **one (1) year** after commencing construction.
4. Landscaping shall be completed within **one (1) year** after the issuance of a certificate of occupancy for the initial completed residence (partial deposit refunds will not be made) or six (6) months from the end of any construction extensions that are granted.
5. Within sixty (60) days of notice given by the homeowner of project completion, the ARC or its agents will inspect projects for compliance with approved plans before any refundable deposits are released.

(initials) I/We are aware that if the property is sold or foreclosed upon prior to project completion that it is my/our responsibility to fully disclose to the new owner at the time of acquisition that a replacement deposit must be placed before construction resumes or begins. The original deposit will be refunded to the original depositor only after receipt of a replacement deposit.

I/We hereby submit check # _____ in the amount of \$ _____ (refundable deposit)

check # _____ in the amount of \$ _____ (non-refundable fee)

(Deposits and fees must be in separate checks due to requirements of NRS 116)

Property owner: _____	Date: _____
Property owner: _____	Date: _____

This form/policy was duly adopted by the action of the Architectural Committee on June 17, 2015 and the Board of Directors on June 29, 2015. It shall be effective as of August 1, 2015 and replaces all previous versions.

Attested by: Mike Vonada, President

Community Manager:

Terra West Management Services
10651 Professional Circle, Suite A
Reno, NV 89521
775-853-9777 (office)
775-853-9771 (fax)



The Fairways at Fieldcreek Ranch

A Common Interest Community

ARCHITECTURAL COMMITTEE WEED ABATEMENT POLICY

Amended June 29, 2015

Due to the two devastating fires that recently spread near our neighborhood, the Association has enacted a policy on weed abatement to reduce the threat of fires involving our community.

The Architectural Committee and the Board of Directors adopts the recommendations of the Living with Fire program for Fire Adapted Communities applicable to vacant lots and those un-landscaped portions of existing lots:

- Remove all brush and vegetation (grasses and weeds) within 10 feet of all property lines.
- Remove all dead and dying vegetation.
- Remove other sagebrush and bushes as needed to create a separation between them of two times the height of surrounding bushes. For example, if the bush or sagebrush is 3 feet tall, the surrounding brush needs to be at least 6 feet from it. This standard is used to reduce the fuel loading, thereby reducing the BTUs that cause fire spread.
- All weed abatement work is to be completed annually by June 1st. Reminder Notices will be issued to Vacant Lot owners in the spring.

Please see the *Fire Adapted Communities — The Next Step in Wildfire Preparedness (Washoe County Version)* document for further details:

<http://www.unce.unr.edu/publications/files/nr/2010/sp1010.pdf>

We will advise lot owners each year when to begin removing weeds and grasses. This process needs to happen after the grasses and weeds fully bloom or they will return and need to be cut a second time.

Thank you for helping us to create a fire-safe community!

This form/policy was duly adopted by the action of the Architectural Committee on November 20, 2012 and the Board of Directors on December 10, 2012. It was amended at the Board of Directors Meeting of June 29, 2015. It shall be effective as of August 1, 2015 and replaces all previous versions.
*Attested by: Mike Vonada, President
Fairways At Fieldcreek Ranch HOA*

Community Management:

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