

## **Exhibit 4**

CONFORMED COPY

# Highland Ranches Property Owners Association Architectural Guidelines Revised June 9, 2001

## **Statement of Policy from Board of Directors**

Property in the Highland Ranches is subject to the recorded subdivision declaration of Covenants, Conditions and Restrictions. These restrictions provide that design of building construction or property improvements of any kind require the approval of the Highland Ranches Architectural Control and Planning Committee. (Herein called "committee")

## **Committee Structure and Review process.**

The committee meets once a month on the last Tuesday of each month except the months of November and December to conduct Association business. The architectural review committee can submit plans at these meetings for subsequent review. The plan approval process is as follows:

1. Three sets of drawings are required to be submitted. Each set shall provide all side elevations, a plot plan showing setbacks from property lines, well location, septic location and orientation of buildings. All construction material samples need to be submitted along with the plans when required.
2. Colors and materials that are already approved and described in Appendix A and Appendix B do not need to have samples submitted with plans. Pantone colors/shades selected from appendix A or B should be stated on plans. Samples submitted will not be returned upon plan approval. The samples submitted are retained for record keeping purposes.
3. Plans will be reviewed outside of the normal monthly meeting and will be available for pickup at the following months meeting.
4. If plans are found to not be in compliance, the areas of the drawings will be notated and returned to the owner for changes.
5. A fee of 100 dollars is required at time of plan submittal with the check made out to the Highland Ranches Property Owners Association. Plans for out buildings can be submitted without additional fees.
6. Approved plans are valid for one year from time of approval.

## **Specific Requirements.**

1. In order to preserve the individuality of the Highland Ranches, duplication of plans is strongly discouraged. In no event shall the same plan (regardless of exterior treatment and or reversal of layout) be approved on lots within 2500 feet in all directions.
2. One travel trailer, connected to a permanent water and sewer source, may be utilized as the owner's living quarters, during construction of a residence, for a period not to exceed 1 year.
3. Foundations: Foundations exposed more than two feet above grade shall be finished in natural wood or native rock.

4. Roof Pitch. Pitch is to be no less than six (6) rise for every twelve (12) inches of run.

#### **Exterior Surfaces.**

In all cases, the intent of the CC&R's is to have the home and outlying buildings blend into the natural surroundings as much as possible.

##### 1. Siding. Siding shall be:

- Natural wood siding, horizontal shiplap, vertical board and batten or wood shingles.
- Native rock, brick or split face cinder block. Note: Brick and split face cinder block must comply with the colors as per Appendix B.
- Logs, unpeeled or peeled and stained or clear stained.
- Plywood, rough sawn exterior, grooved to represent siding or board and batten.
- Composite exterior materials. Materials of composite construction are acceptable as long as they are textured to represent wood siding, horizontal shiplap, vertical board and batten or wood shingles.
- In no case will stucco be used as an exterior siding material.

#### **Roofing.**

Class A roofing materials are the only acceptable roofing materials. Asphalt shingles shall be thick butt in approved colors only. See appendix A for approved colors. Tiles shall be used only if they resemble wood shingles in shape and color. Metal roofing must be non-glare and in all cases require a sample to be submitted.

#### **Windows.**

Windows shall be wood framed, bronzed or trim color anodized or trim colored vinyl.

#### **Doors.**

Doors shall be wood or metal finished in colors and hues per Appendix B.

#### **Exterior lighting.**

Incandescent lighting must be functional and not interfere with vehicles or be a nuisance to neighbors. It is recommended that outside lights that can be seen from adjoining property be limited to 45 watts per fixture. Vapor lights of any kind such as mercury or sodium vapor are not permitted.

#### **Regular Painting and Maintenance**

Normal maintenance and repainting will not need approval as long as the finish and colors are identical to those previously approved by the committee.

#### **Fences.**

Fences are to be constructed of wood or native rock, natural or synthetic. Metal fence lining is permitted with the Committee's approval only. Corrals, pens and enclosures for animals must have Committee approval.

**Signs.**

No signs except real estate "for sale" signs are allowed on unoccupied lots. Only one "for sale" sign is allowed per lot regardless of occupancy.

**Antennae.**

Antennae of any type may not extend more than fifteen feet above the house roof ridge regardless of where the antenna is installed on the property.

**Winter Construction.**

It is highly recommended that all construction be planned to be done exclusive of the months of November through March. Any damage to Association roads caused by movement of heavy equipment or semi trailers used in the construction of buildings or improvements will result in the property owner being liable for the repair costs incurred to repair the road surface.

**Variance Process.**


The committee may allow reasonable variances and adjustments of these guidelines in order to overcome practical difficulties. In no case will a variance be granted for solely economic convenience. All variances have to follow the guidelines as follows:

A fee of 100 dollars is required at the initiation of the variance process. All property owners adjacent to the property will be notified of the variance request via certified letter sent by the Committee. A public posting of the variance request is required on all telephone poles adjoining the property and one copy will be posted at the public mail enclosures on Cartwright rd. The public posting period is for 30 days. If no objections are voiced by any Highland Ranch Property owner via formal written letter to the association or any of it's board of directors, the variance will be approved. It is within the discretion of the board to decide whether to submit a variance or not.


Note; It strongly suggested that you first contact the Storey County Building Department and obtain the current local and state regulations regarding well and septic system permits as well as current Storey County Building Department regulations and necessary permits and fee schedules. Storey County Building Department, P.O. Box 526, Virginia City, NV. 89440. Telephone 775-847-0966. Nevada State Licensed contractors/sub-contractors shall be used for constructing/remodeling homes in the Highland Ranches except when the property owner is the owner/builder and performing all work. All Storey County building Codes must be conformed to.

IN WITNESS WHEREOF, the undersigned, being the Board of Directors of the Highland Ranches Property Owner's Association, have executed these Guidelines this

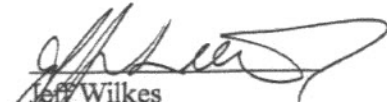
9<sup>th</sup> day of June, 2001

  
Lydia J. Hammack

  
Gary Brownwell

  
Louis B. Tassone

  
Jim Dakin

  
Jeff Wilkes

*Lydia Hammack, President for HRPOA*

State of Nevada  
County of Storey

This instrument was acknowledged before me on 6-28-2001

by Lydia Hammack

Marie Gibbons

