

The Reserve Design Guidelines

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1. INTRODUCTION

The Reserve is a large-lot single-family home community at the southwest corner of Rocklin Road and Barton Road in the Town of Loomis (“Town”). These Design Guidelines (“Guidelines”) are meant to provide the Town and the individual owner, the owner’s architect or designer, and contractors (“Professionals”) with a guide for the community as it provides an overview of the design criteria envisioned and required for the homes at The Reserve.

1.1 GOAL

It is a goal of these guidelines to perpetuate the harmonious relationship between The Reserve’s natural beauty and manmade environment by the careful integration of homes and other improvements within the natural landscape.

1.2 PURPOSE

The principal intent of this document is to advise prospective homeowners and Professionals about ways to locate and design a home, remodel, or other improvement (together, “Improvement”) and, at the same time, maintain the character of the community in its natural setting. The Design Guidelines identify appropriate siting and design solutions but do not inhibit creativity in design and problem solving. These Guidelines encourage architectural expression that is cohesive and responds to the setting.

The Guidelines will be used by The Reserve Design Review Committee (“Committee”—see Chapter “5. Design Review”) to evaluate the merits of a proposed Improvement. This document will also be used during the course of the community build-out by the Town to evaluate the consistency of any building design and building permit with the Guidelines.

1.3 DEVELOPMENT STANDARDS

Please refer to the Development Standards (setbacks, maximum lot coverage, building height and separation, etc.) within the Town’s zoning ordinance for the Rural Residential district as applicable standards for The Reserve.

2. ARCHITECTURAL STYLES

Included in this section are preferred architectural styles for The Reserve. The styles outlined in this section are not intended to be a complete list of permitted styles. Owners and Professionals may submit for review other styles and variations that respond appropriately to a particular building opportunity. All submittals, however, will need to meet the general intent of this document.

2.1 THE AMERICANA SERIES

The Americana Series is comprised of traditional American styles commonly found in the foothill regions of Northern California. Primary styles include the American Farmhouse and the Western Ranch.

The American Farmhouse

The American Farmhouse is a utilitarian style that is simply detailed and understated. Farmhouses often reflect an evolution in size and form as, over time, the home transitions with the family within. Although Farmhouses can certainly be simple and utilitarian architectural expressions, they can also reflect the regional style of the time, sometimes borrowing details of other widely accepted styles to enhance the home with a more distinct sense of style.

The Western Ranch

The Western Ranch style evokes a style of the early mining towns of the California Gold Rush. Its rustic utilitarian qualities represent the simplicity of construction techniques and materials typical of this style, developed in response to lifestyle and environmental conditions. The Western Ranch style is informal in massing, with an emphasis on a large front porch element.

2.1.1 Basic Elements

Element	Minimum Requirements	Possible Style Enhancements
Form	<ul style="list-style-type: none"> • Simple rectangular massing. • Symmetrical or asymmetrical. • Variety of porch sizes; at entry, full façade or wrap around, relating to front and rear views, amenities, and streets. 	<ul style="list-style-type: none"> • Two-story with opposing wings in larger homes. • One- or two-story wings and covered porches. • Covered porches along entire façade or wrapping around corners. • Form may reflect additions to original house.
Roof	<ul style="list-style-type: none"> • Roof pitch 6:12 to 10:12 with porches of lower profiles. • Dominate gable roof forms with shed, hip and gambrel alternatives. • Asphalt shingles, or concrete shingles that are flat or resemble wood shake, or dimensional composition. 	<ul style="list-style-type: none"> • Roof dormers, shed, hipped or gabled, symmetrically organized. • Extended or tight wood fascias and rakes. • Fascias and rakes may be box end soffit or open with exposed rafters and starter board. • Eave mouldings.
Walls	<ul style="list-style-type: none"> • Combinations of exterior materials such as siding, board and batten, stucco, brick, stone, timber and beam or earthquake-resilient and fire-retardant ceramic wall panels. 	<ul style="list-style-type: none"> • Lap siding or shingles at accent areas.
Windows & Doors	<ul style="list-style-type: none"> • Wood or composite window and door trims. • Simple wood panel doors with vertical panels. 	<ul style="list-style-type: none"> • Panel or louvered shutters (each shutter must be sized to one-half of entire adjacent window width). • Divided light windows and doors. • Enhanced (built-up) window trim.
Details	<ul style="list-style-type: none"> • Simple porch columns and railings. 	<ul style="list-style-type: none"> • Roof ornamentation such as cupolas, weather vanes or doveote accents. • Chimneys clad in stone, brick, or siding with basic rectilinear termination caps.

2.1.2 Style-Specific Enhanced Elements

The following are possible style enhancements for the Americana series:

The American Farmhouse

- Accent roofs of corten steel or metal standing seam at porches, dormers, and other accent roof areas.
- Pop-top (second story within the roof form) design.

The Western Ranch

- Accent roofs of corten steel or metal standing seam at porches, dormers, and other accent roof areas.
- Exposed rafter tails comprised of exposed, heavy wood timber framing.

2.1.3 Pictorial Style Examples



2.2 THE ARTS & CRAFTS SERIES

The Arts & Crafts Series encompasses architectural styles with a focus on natural materials and craftsmanship. Primary styles include the Prairie & the Craftsman.

The Prairie

The Prairie style is organic in nature, integrated with the land, using natural materials and abstracted nature forms. The Prairie emphasizes the integration of indoor and outdoor areas, with its trademark wide overhangs and covered terraces. The massing is very horizontal in nature with window groupings and arrangements accentuating the geometry of the elevation.

The Craftsman

The Craftsman bungalow is simple, informal, efficient, and designed to achieve harmony between the house and its surroundings, integrating home and nature. The Craftsman style emphasizes horizontal planes, with large entry porches and low overhanging eaves. True to the nature of the design, exteriors emphasize natural materials, and interiors historically featured many built-in elements in the trademark Craftsman style.

2.2.1 Basic Elements

Element	Minimum Requirements	Possible Style Enhancements
Form	<ul style="list-style-type: none"> Simple rectangular massing. Variety of porch sizes; at entry, full façade or wrap around, relating to front and rear views, amenities, and streets. 	<ul style="list-style-type: none"> Varied plan shapes.
Roof	<ul style="list-style-type: none"> Roof pitch 3.5:12 to 5:12 Predominantly hip roofs for the Prairie and gable roofs for Craftsman Flat concrete tile or composition with a shingle appearance. 	<ul style="list-style-type: none"> Roof dormers with roof forms consistent with primary roof and elevation style.
Walls	<ul style="list-style-type: none"> Combinations of exterior materials such as stucco, stone, and masonry. 	<ul style="list-style-type: none"> Brick or stone base accent or foundation.
Windows & Doors	<ul style="list-style-type: none"> Wood or composite window and door trims. Simple wood panel doors with vertical panels. Earthquake-resilient and fire-retardant ceramic wall panels. 	<ul style="list-style-type: none"> Divided light windows and doors. Window casements of wood or metal.
Details	<ul style="list-style-type: none"> Simple porch columns and railings. 	<ul style="list-style-type: none"> Chimneys clad in stone or brick (or blended combination thereof).

2.2.2 Style-Specific Enhanced Elements

The following are possible style enhancements for the Arts & Crafts series:

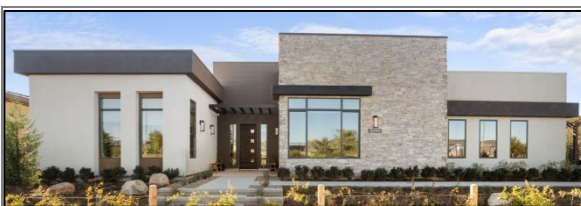
The Prairie

- Terraces covered by the primary roof form.
- Use of brick and ledgerstone to accentuate the horizontal planes of the form.

The Craftsman

- Large entry porches with battered (tapered) columns.
- Exposed rafter tails.

2.2.3 Pictorial Style Examples



2.3 THE EARLY CALIFORNIA SERIES

The Early California Series highlights architectural styles found throughout California's many unique regions. Primary styles include the Monterey, the Spanish Eclectic, and the California Wine Country.

The Spanish Eclectic

As a departure from the Mission style that was prevalent in California prior to 1915, the Spanish Eclectic style is a compilation of details from the entire history of Spanish architecture, resulting in a style with high adaptability of form and a casual, playful character. Historic precedence can be drawn from a wide and diverse range of influences; region, chronology, and function all contribute to the evolution of the Spanish Eclectic style. Truly one of the most eclectic architectural styles, the Spanish Eclectic can vary from playful to exotic, bungalow to hacienda.

The California Wine Country

The California Wine Country style is a western adaptation of the Tuscan, or Rural Italian, style. Born of the rolling Italian countryside, the style is casual in scale and rural in nature. With the Northern California Wine Country's similar terrain, climate, and lifestyle, this rural Italian style is an ideal choice to adapt to the local area. The California Wine Country style is typified by use of natural materials, such as stone, and a strong indoor/outdoor relationship.

2.3.1 Basic Elements

Element	Minimum Requirements	Possible Style Enhancements
Form	<ul style="list-style-type: none"> Simple rectangular massing. 	<ul style="list-style-type: none"> One-and-a-half story with strong single story element and stepped back second story.
Roof	<ul style="list-style-type: none"> Roof pitch 2:12 to 8:12 with porches of lower profiles. Single slope or gable roof forms. Flat concrete tile resembling slate, shaker or metal standing seam. 	<ul style="list-style-type: none"> Barrel or S-shaped concrete tiles. Exposed rafter tails.
Walls	<ul style="list-style-type: none"> Stucco is the primary wall material. Earthquake-resilient and fire-retardant ceramic wall panels. 	<ul style="list-style-type: none"> Smooth or imperfect smooth stucco finish.
Windows & Doors	<ul style="list-style-type: none"> Wood or composite window and door trims. Simple wood panel doors with vertical panels. 	<ul style="list-style-type: none"> Wood plank shutters (each shutter must be sized to one-half of entire adjacent window width). Divided light windows and doors.
Details	<ul style="list-style-type: none"> Wood, stone or iron railing and column posts. 	<ul style="list-style-type: none"> Chimneys clad in stucco, brick or stone. Wrought iron railings and details.

2.3.2 Style-Specific Enhanced Elements

The following are possible style enhancements for the Early California series:

The Spanish Eclectic

- Feature arched picture window at front elevation.
- Vibrant and colorful glazed Spanish tile accents.
- Cantilevered balcony at second story (appropriate as a rear elevation element on downslope conditions).
- Brick at the first floor that may be painted.
- Santa Barbara mission style elements

The California Wine Country

- Rustic stone accent elements or entire building planes.
- Precast concrete or stone window and door trim.
- Elevated square towers with low pitch or flat roof.

2.3.3 Pictorial Style Examples



3. ARCHITECTURAL GUIDELINES

3.1 SITE PLANNING

Site planning concentrates on the development of the homesite and how it relates to and affects adjacent lots as well as the home's elevations as viewed from nearby streets, trails, or other lots ("Nearby Areas"). Siting and design of structures should conform to the contours of the site where possible.

The developer of The Reserve ("Developer") took great care in designing a community that fits within the natural environment. The following site planning criteria will be taken into consideration by the Committee wherever feasible:

- The site plan will be designed with the site's potential and constraints in mind.
- Improvements should minimize the impact to landform, existing trees, rock formations and other natural features where feasible.
- Minimize the visual impact of driveways, garages and carports.
- Blend and integrate structures with the site's topography and vegetation.
- Preserve the views and privacy of others.
- Vary slopes where possible from 2:1 to 4:1 or less.
- Use of terraced retaining walls in larger cut or fill scenarios is encouraged.
- Design driveway slope with the natural topography and ensure driveways are drained properly to avoid excessive runoff.
- External finishes on buildings should respond to, compliment and/or reflect the colors and textures evident in the natural surroundings (also see "3.8 Materials").
- External finishes should have a low reflectivity to minimize glare and visual impact.

3.2 ARCHITECTURE ORIENTATION

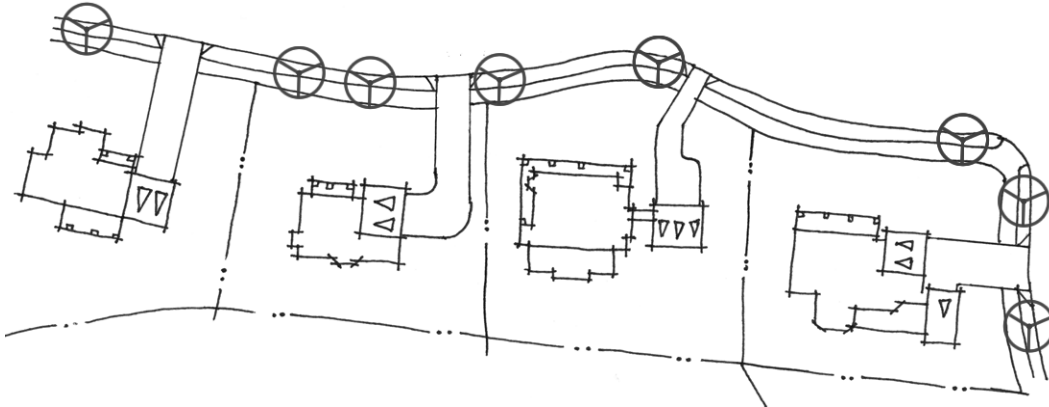
Where feasible, architecture shall be oriented to public areas so that interactive elements create a human scale and are inviting to the community. Interactive elements include: porches, verandahs, port-cocheres, balconies, decks, porticos, trellises, arbors and courtyards. The design and orientation of integrative elements contribute to pedestrian safety, a sense of place and activity and neighborhood socialization.

3.3 GARAGES & DRIVEWAYS

Proper treatment of the garage is critical to creating a sense of variety and quality within the community. The visual image of attached garages should be minimized in the streetscape where feasible. Creative efforts will be used to lessen the garage as a prominent feature overall. Some of the possible options to do so are listed below:

- Living area forward floor plans are encouraged.
- Garages may be attached or detached from the primary residence. Where possible, a detached garage should be placed within the rear yard area of the lot.

- The use of side turned garages is encouraged. Side turn-in garages may protrude in front of the front elevation.
- Buildings with front-loading garages flush with the front of the main building façade will be discouraged. Front-loading garage doors shall not protrude in front of the main building façade without approval of the Committee.
- All garage doors shall have a minimum 6" recess from the frame to create a shadow line.



Please note: The illustration is exemplary only and is not intended to show potential site solutions or proposed lots.

- All garages must be similar in style and color to the primary residence.
- All driveways shall be surfaced with concrete or asphalt material. The use of stamped/colored concrete, brick or other stone material is encouraged. Locating a small planter area with sufficient space for a vine to trail on the garage or planting a columnar tree or shrub is also encouraged.
- Unless positioned in such a way that they are unobtrusive and specifically allowed by the Committee, oversized garages or garage doors to accommodate RVs shall not be permitted.
- Any on-lot parking spaces in addition to the driveway shall be improved to provide for proper drainage. Surfacing for such parking spaces shall be similar to the driveway.
- Please also refer to the Town's improvement standards for driveway grading and maximum slope requirements.

3.4 FAÇADE

Elements of a buildings' façade contribute to the overall architectural quality of the building as well as the neighborhood. All building façades should complement each other. Covered porches, decks and overhangs are encouraged to provide variety to the building façade while maintaining architectural integrity and unity within the structure. The appearance of "add-on" elements should be avoided by integrating these elements into the design of the structure.

Each house should have a clearly identified entry. Corner lot houses with front porches are encouraged to be designed with wrap around porches on both street sides to establish a strong street relationship. The following are guidelines for appropriate façade treatment:

- Façade treatment, relevant to the home's architectural style, should be carried throughout the entire house with each façade and any accessory structure which is clearly visible from any Nearby Areas.
- Architectural features such as decorative moldings, windows, dormers, chimneys, balconies and railings can add detail to a façade and are encouraged.
- Façades should be articulated to show fenestration and recessed planes. Large areas of flat, blank wall and lack of treatment are strongly discouraged.
- Façades should help to provide a sense of human scale.
- Use façade articulation such as stepbacks and projections to create interest.

All homes within The Reserve should promote architecture with appropriate articulation and design elements on all elevations in order to make homes aesthetically pleasing. Side, rear and basement elevations should be designed to match and complement the front elevation so as to add visual interest from Nearby Areas.

3.5 ROOF FORM & CONFIGURATION

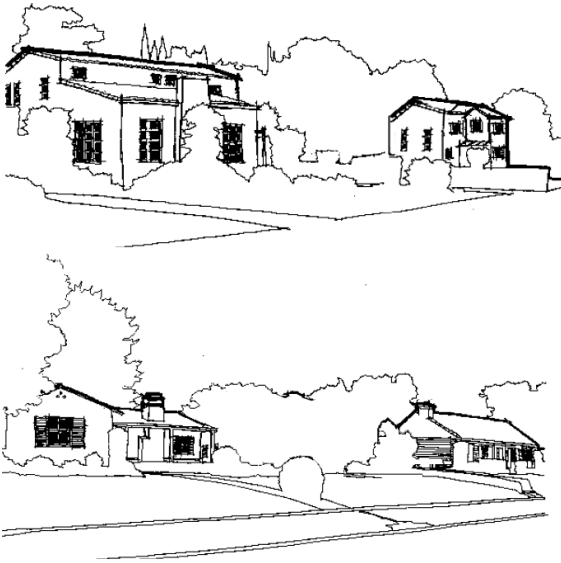
The roof is the most visible portion of the building and should be designed to provide architectural unity and interest to a building. Rooflines should be varied vertically and horizontally to provide greater visual relief. Roofing material and design should provide texture, pattern and overall interest to the building rather than present a dull, flat appearance

The pitch or slope of a roof should follow the principles of the respective architectural style as outlined in Chapter 2. Rooflines should be varied through use of both vertical and horizontal elements. All buildings shall have a Class A fire rated roof of heavy duty textured extended life composition shingle, or concrete tile. Other roof materials may be permitted subject to the approval of the Committee.

3.6 MASSING, SCALE & PROPORTION

Proportion and placement of architectural form should be appropriately and authentically applied in a manner consistent with the historical architectural style being represented. The following techniques are appropriate means to achieve proper massing, scale and proportion:

- Mixture of one and two story components within a two story home. 2-story massing must be controlled and balanced with the 1-story massing to reduce the dominance of 2-story massing.
- Varied setbacks (on all four sides) for different components of the home such as: garage, second floors, etc.
- Staggered offset wall planes on each facade, when possible.
- Massing characterized by a series of stepping forms.
- Minimize corner lot house impact by designing homes with reduced building heights at corners.



Appropriate usage of mass and scale



Inappropriate usage

Please note: Examples only—not intended to show potential site solutions or proposed homes.

3.7 WINDOWS & DOORS

Window projections and window/door detailing patterns should be compatible in scale with the home and the architectural character.

- Generally, windows shall be rectangular and vertically proportioned. Windows that are circular, square accent, or have elliptical, arch, or half circle tops may be used sparingly, or as appropriate, subject to historical precedence.
- Windows may be grouped together provided a vertical trim or wall element separates them.
- Transom windows are permitted and encouraged based on the appropriate architectural style and wall massing they are applied to.
- Wood, wood clad and vinyl windows are preferred; aluminum or steel hinged windows are prohibited.
- Mirrored glass is not permitted.
- Door & window shutters are permitted, and the use of operable authentic hardware, while encouraged, is not required.

3.8 MATERIALS

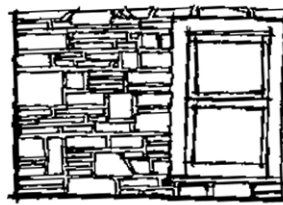
Building materials are an important element in maintaining the character of individual homes. The imaginative use of building materials can be combined to create unique designs, while providing individual identity to each home.

Color can act as a theme-conveying element that is reflective of a particular architectural style. Combinations of subdued and rich colors that are earthy in nature will blend naturally with hillside settings and are encouraged to be used as predominant colors throughout the neighborhood. The use of bright, vibrant exterior colors will be evaluated on a case-by-case basis and is recommended as accent color only. It is recommended that materials and textures be used that blend with the surrounding landforms and vegetation.

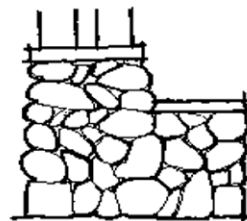
Variation in residences shall be achieved by using a variety of designs and incorporating a variety of materials including, but not limited to, stucco, wood or fiber cement siding, stone and brick within The Reserve. The use of vinyl, aluminum, or T-111 siding on any home or garage elevation shall be prohibited. The graphic below shows samples of acceptable sidings.



Wood Siding



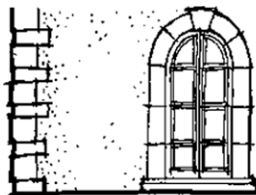
Cut Stone



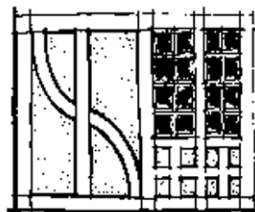
Stone



Shingle



Stucco



Half-Timbering

3.9 EXTERIOR TREATMENT

The architectural use of exterior materials to enhance the richness of the home's character is encouraged. These may include:

- Combinations of various finish materials.
- Use of material change (vertical and/or horizontal) to break-up building form and create movement along the facade.
- Wide variety of column details and materials are encouraged.
- Entry elements with varied heights and proportions.
- Windows and doors that are detailed, sized and positioned appropriately within the context of the architectural style.
- Relationship of building materials to landscape paving, garden walls and accent element material.
- Development of overall design character relating building elements to landscape elements.

3.10 WALLS, FENCES & HEDGES

Walls and fences are an integral part of the streetscape. Walls and fences can be necessary elements that provide safety, security, privacy, property definition and noise attenuation. When poorly designed or maintained, walls and fences become targets for vandalism and an eyesore that detracts from the overall quality and character of a neighborhood. The following guidelines are meant to contribute to the quality of the community:

- Any on-lot fencing shall be subject to review by the Committee.
- Scale and design of walls & fences should be compatible with the surrounding landscape and architectural materials. Materials, colors and shapes should appropriately reflect the architectural style.
- To discourage potential criminal or mischievous behavior through increased visibility, no fencing or only wrought iron or similar open view fencing shall be erected on property lines shared with open space or parks.
- The use of chain-link, welded wire mesh, barbed wire, razor wire or razor tape as part of a fence, wall or barrier will not be allowed.
- Wherever feasible, walls and fences should be integrated with grade changes. This can be achieved by stepping with the grade, with the exception that open rail fences may follow the contour of the land. The top rail of stepped fences should be constructed in a level plane.
- No walls or fences shall exceed six feet (6') in height, except where absolutely necessary, in which case Town review and approval will be required.
- Retaining Walls shall be faced with natural rock or other aesthetically pleasing material (including concrete or smooth stucco if aesthetically pleasing colors and designs are incorporated).
- Fences, walls, hedges or any other structure or landscape element located at the road, street corner or driveway of any lot shall not be sized or located in such a way as to obstruct the safe sight distance along adjoining streets or driveways. Any such object located in the front yard setback shall not exceed three feet (3') in height.
- Landscaping at walls and fences with climate-tolerant plants and vines is encouraged.

3.11 LIGHTING

Accessory lighting refers to the various forms of exterior lighting that are visible from public view. Exterior lighting can provide safety and security and accentuate architectural and landscape elements of a property. Exterior lighting can be an architectural element in and of itself. Forms of accessory lighting include all lighting fixtures on front facades, security lighting, and landscape lighting. The following are guidelines for appropriate placement and design of accessory lighting:

- Light fixtures should be compatible with the architectural style, materials, color, and scale of the project.

- Exterior lighting of a building facade should not wash out architectural features. Exterior lighting that reinforces the architecture and blends into the landscape is encouraged.
- Accessory lighting shall be positioned so that no direct light extends into neighboring properties. Illumination shall be screened from adjacent properties. Cut off luminaires are widely available.
- Mercury vapor lamps are prohibited.

Landscape lighting involves lighting methods and tools that are used to complement and enhance the architecture and landscape on a property. Lighting for a landscape scheme should be functional and aesthetically pleasing while providing a sense of security. The following are guidelines for appropriate design of landscape lighting:

- Landscape lighting shall be oriented away from neighboring lots or open space.
- Landscape lighting should be designed so that the light source is not visible. Lighting fixtures should be screened behind landscape features and designed to be compatible with the architectural style of the primary structure.
- Illumination should be minimal and not flood the landscape with excessive light and shall not spill into adjacent properties.
- Lighting design should create a balance between illuminated and non-illuminated areas.
- Landscapes should utilize recessed uplighting to illuminate planting and various landscape elements and discrete floodlights to accentuate building facades and architectural details. Uplighting on walls of the structure help define space and create visual interest, while providing comfort and security.
- Lighting should create a nightscape scene highlighting horizontal elements such as walkways, level changes, and pools, and dramatic, vertical elements such as trees, shrubs, pilasters, statuary, and fountains.

3.12 ACCESSORY EQUIPMENT

Accessory equipment, e.g. trash enclosures and mechanical equipment, other than roof-mounted solar equipment, must not be located on the roof and should be sited in unobtrusive locations. Screening of visible accessory equipment is encouraged. The method of screening must be architecturally compatible in terms of material, color, shape and size as the primary building and should be an integral part of the overall site design. Alternatively, landscaping can be used for screening purposes and all structural screening should be supplemented with landscaping.

3.13 ADDRESS NUMBERS

All homes shall have clearly marked address numbers. Addresses will be assigned by the Town. The numbers shall be of a contrasting color to the background and shall be of a sufficient size to be visible from the road frontage.

3.14 RELATIONSHIP TO BUILDING CODE

In case these Guidelines conflict with the provisions of any applicable building code, the provisions of the respective building code shall exclusively apply.

4. LANDSCAPE DESIGN

Landscaping reinforces the site plan, enhances building frontages, softens hardscapes and establishes streetscape continuity. While a specific plant palette for the landscape at The Reserve has not yet been developed, the following landscape areas represent the landscaping opportunities for the community.

4.1 LANDSCAPE AREAS

4.1.1 *Frontage Corridors*

Along the frontage of Rocklin Road there is a roughly 12.5 foot wide landscape corridor between the edge of path and the soundwall. The frontage along Barton Road has landscape buffer between the edge of the roadway and the fence of the home ranging in width from roughly 24 feet to approximately 35 feet. A 5-foot-wide decomposed granite path meanders through the Barton Road buffer with plantings on either side. Both corridors will be planted with a mixture of street trees, shrubs, climbing plants and ground covers in varied form, texture and color.

Street trees are an environmentally important element in the landscape. They cool the neighborhood, cleanse the air and provide a sense of place. Street trees will be planted at a rate of 4 trees per 100 lineal feet of street frontage. The trees can be planted formally or can be semi-regularly spaced. Street trees in this linear area will also consist of primary and accent trees to avoid monotony and monoculture. Locally sourced boulders and soft elevation changes may also be incorporated into the buffer area to provide additional interest.

4.1.2 *Entry Monument*

At the intersection of Reserve Court with Barton Road, a semi-circular area will be landscaped on the north and the south side of Reserve Court and mark the main entry to the community. Vertical monuments (walls) within this area will identify the entrance and may include additional site amenities such as landscape lights and enhanced street paving. Mature plant material will establish a sense of arrival.

As planned, the entry monument area may also retain a couple of mature oak trees. This, however, cannot be determined until more detailed construction plans have been prepared.

4.1.3 *On-lot Landscaping*

While on-lot areas with retained oak trees will likely stay mostly in their natural state, landscaping in the front yard will be a defining element of the community and shall be developed in a manner that will enhance the character of each home. While considering the Design Principles outlined in this chapter, following a few guidelines that will help establish the character envisioned for The Reserve:

- Maintain existing trees to the greatest extent possible.
- Mix evergreen and deciduous plant material with an emphasis on choosing plants with varied form and texture with flower and color characteristics of interest year-round.

- Trees shall be a minimum of 15-gallon size with larger size trees to be planted in accent areas
- Add understory trees per lot, if space permits
- Limit the amount of lawn.
- 75% of plant material should be moderate to low water use.
- Understory ground cover and shrub masses are to be layered in height from low in the foreground, medium height in the middle, to a large height in the background.
- Maintain proper height of shrubs to not interfere with irrigation equipment, windows and street addresses.

4.1.4 Water Quality Swales

Water Quality Swales are located on both sides of Reserve Court. The function of these swales is to allow water to infiltrate back into the ground in order to recharge ground-water resources and to filter stormwater runoff from contaminants. As the water quality swales will not be irrigated, planting opportunities within the swales are very limited. Most likely the only plant material within the swales will be no-mow grasses.

4.2 LANDSCAPE MAINTENANCE & IRRIGATION

All landscaping at The Reserve shall be maintained and cared for in a manner consistent with the high standards of design and quality intended for the community and expressed throughout these Guidelines. All landscaping shall be in a neat and orderly condition. Weeds or diseased or dead lawn, trees, ground cover or shrubbery shall be removed and replaced.

Irrigation systems at The Reserve shall follow with the following guidelines:

- Utilize irrigation controllers with weather or soil moisture sensors that automatically adjust irrigation run time frequency and duration to accommodate needs based on changes in weather conditions.
- Utilize high efficiency spray heads and limit spray irrigation to lawn areas only. Use drip irrigation or bubblers in all shrub and groundcover beds.
- Shrub irrigation stations must always be separated from lawn stations.
- Avoid irrigation overspray onto streets and sidewalks and limit run times to avoid water runoff from saturated landscapes.
- Turf should be limited to high-visibility areas and preferably planted only in locations where it can be used for recreation and play.
- Shrubs should be grouped together as hydrozones based on plant water demand and planting location.

4.3 OAK TREES

The retained oak trees are an integral part of the landscape at The Reserve. The oaks provide beauty, ecological value and interest to the community. The Developer maintained these

benefits for the owners and special care should be given to ensure survival of the oak trees as uncommon feature of a new home community.

As the majority of native oak trees are sensitive to over-watering within their root zone, plantings and irrigation under existing oak tree canopies should be avoided. Supplemental watering of mature oaks is typically not needed and should also be avoided unless advised by an arborist. Likewise, pruning of oaks should only be conducted under the professional oversight of an arborist as improper pruning may damage the tree or make it more susceptible to diseases.

Please specifically note that lots within The Reserve are subject to the Town's tree ordinance.

5. DESIGN REVIEW

These Design Guidelines have been created to provide property owners and Professionals with a set of parameters for the preparation of their drawings and specifications. Adherence to these guidelines will assure existing and future homeowners that a consistent level of quality will be maintained. The design review process will ensure review of all designs, concept plans and construction documents in order to assure:

- Primary site design issues have been adequately considered,
- Excellence in architectural design, and
- The special landscape potential of the homesite is addressed.
- Compatibility with surrounding land uses.

The design review process consists of a review by the Design Review Committee as well as the subsequent Town review. Both reviews are separate and distinct and prior to the building permit approval process required by the Town.

5.1 THE RESERVE DESIGN REVIEW

5.1.1 Design Review Committee

These Design Guidelines do not list specific design items necessary for approval of plans. Rather, the authority to approve or disapprove individual buildings is given to the Design Review Committee. The Committee does not seek to restrict individual creativity or preferences but rather maintain within the overall community the architectural and aesthetic integrity and consistency within The Reserve.

The Committee shall be composed of three (3) members or more, as specified in the Covenants, Conditions & Restrictions recorded on each lot ("CC&Rs"). Additionally, an architect or other design professional, which is a non-owner, may serve on or act as a consultant to the Committee. Until the Developer has sold all lots and homes within the Project, the Developer may appoint or remove any members of the Committee or transfer the authority to appoint Committee members to the owners' association. After the Developer has sold all lots and homes within the Project, the owners will assume responsibility for electing and appointing members of the Committee as outlined in the CC&Rs.

The Committee will use these Design Guidelines for the purpose of review but may individually consider the merits of any design due to special conditions that, in the opinion of the Committee, provide benefits to the adjacent areas, the specific site or to the community as a whole. The Committee shall consider the visual impact of all design standards and design guidelines when applied to specific circumstances. For instance, when an improvement is not visible from any Nearby Areas, the Committee shall consider relaxing standards or guidelines but shall be under no obligation to do so.

Prior to the commencement of any site work or construction activity, the property owners or their respective agent must submit to the Committee ("Submittal") an Application for Approval, including applicable fees and deposits, for such work ("Application"). Final Design Review approval by the Committee must be granted prior to the start of the Town's review process and any clearing, grading, or construction. The Committee's authority to approve or disapprove of Improvements is specified in the CC&Rs for The Reserve. Variances from the Design Guidelines may be permitted on a case-by-case basis.

5.1.2 Design Review & Approval Process

These Design Guidelines outline the design intent, basic requirements, and processes to be followed by the Committee in reviewing and approving Submittals. It is recommended that all interested parties familiarize themselves with the Design Guidelines prior to the commencement of any design work.

Owners are encouraged to utilize Professionals who have acquainted themselves with the Design Guidelines and Town codes and regulations, and who have demonstrated an understanding of what will be required at The Reserve.

5.1.2.1 Optional Pre-design Submittal Meeting

Adherence to the Design Guidelines and all applicable government regulations is the sole responsibility of each lot owner. Before beginning the design process, the Town's Building Department should be contacted to clarify all regulatory questions. To establish the design concept, owners and Professionals have the option to meet informally with a representative or representatives of the Committee to discuss and consider approaches, ideas, designs, and to review any preliminary design sketches. By taking advantage of this optional meeting, owners can save time and avoid needless expense for planning work not meeting these Design Guidelines.

An owner and/or Professionals may appoint a personal representative to attend meetings, and process plans but in general it is recommended that the residential property owner and/or Professionals to be present at any meetings during the design review process. The Committee will review, with the owner or agent, their design approach to confirm the intent of the Design Guidelines and the appropriateness of the design concept.

5.1.2.2 Optional Conceptual Design Submittal

The optional Pre-Design Submittal Meeting should give the owner and/or Professionals sufficient direction to prepare the optional Conceptual Design Submittal. As is the case with the optional Pre-Design Submittal Meeting, this submittal process is offered to owners in order to help them minimize time and extra costs spent in having to revise plans in the event they do not sufficiently conform to the Design Guidelines.

While not required, ideally the Conceptual Design Submittal package should contain:

1. Two sets of a conceptual site plan, drawn to scale, showing:
 - a. Property lines.
 - b. Existing grades, trees, rock formations and any other significant resources.
 - c. Home location, setbacks and easements.
 - d. Driveway and turn-around locations and dimensions, guest parking locations.
 - e. Any decks, patios and/or outdoor living space proposed.
 - f. Fence and wall locations.
2. Two sets of conceptual exterior elevations of all four sides of each proposed structure with enough detail to allow the Committee to make an effective review of the plan. The elevations may be in drawn-to-scale sketch form showing for each proposed building:
 1. Approximate square footage and exterior dimensions
 2. Exterior materials
 3. Color schemes
3. Two sets of a conceptual grading plan showing:
 - a. Existing topography
 - b. Proposed finish grades
 - c. Any existing trees to be removed.
4. Two sets of the completed Application along with the plans described above. The Application will include information identifying the party authorized by the owner to make submittals to, and communicate with, the Committee ("Submitter"). The Committee will review the Submittal and contact the Submitter within 30 days or less, or as specified in the CC&Rs. If needed, an informal meeting will be scheduled to review the Conceptual Design Submittal.
5. Review & Processing Fee and Deposit. To ensure that a thorough review is provided to each Submitter, the Committee may, at their discretion, retain the services of architects, designers, engineers, landscape architects and/or inspectors. To cover the costs of the Committee, the Committee may charge a reasonable non-refundable fee.

In order to insure against damage to the Developer due to construction, the Application will require payment to the Committee of a deposit which will be specified on the Application. The deposit will be held until a final construction inspection is completed. Upon final inspection, if no damage occurred to a neighboring property or any other property within The Reserve as a result of construction, the deposit will be returned to the party which paid the deposit as specified in the Application ("Payee"). If the Committee finds that damage has occurred, the cost for repairs will be taken out of the deposit. The costs for repair services will be based on a time and materials basis with a full accounting provided to the Payee. Any unspent deposit will be returned to the Payee. In the event that costs for damage repair exceed the deposit, an invoice will be provided to the Payee who shall be responsible for payment of the invoice. In the event the Payee does not pay such invoice, then the owner shall be responsible for payment.

If the Submitter elects not to make the optional Conceptual Design Submittal, the fee and deposit will be due upon the submittal of the Final Design Review.

5.1.2.3 Required Final Design Review

Regardless of whether the optional submittals described above were utilized, the owner must submit the Application and construction documents ("Documents") as detailed below, and obtain final design approval of the Documents by the Committee.

The Committee's Final Design Review procedure is for a maximum period of 30-days, or as specified in the CC&Rs. Applicants must submit two (2) sets of Documents as further defined below, and potentially extra sets if required for Committee members.

The Documents, i.e., final plans drawn to scale, shall include the following information:

1. Grading Plan: The grading plan shall be prepared to comply with these Design Guidelines, and Town grading standards. The grading plans should include:
 - a. Existing topography and the proposed finish grades. The grading plan must include all drainage information including roof drainage, erosion control measures and connection points to existing drainage courses or facilities. This grading plan needs to address and mitigate potential adverse drainage impacts on adjacent properties and must be approved by the Committee before any earthwork begins.
 - b. First floor and basement floor elevations, if any, must be shown with respect to the site grades.
 - c. Indicate driveway widths, drainage culverts, sidewalks, patios, air conditioning condenser units, and garbage enclosure locations, if proposed.
 - d. Show rear deck size with stairs to the lower grade, if any.
 - e. Show any extreme site conditions including terrain, and trees to be removed.
 - f. Show all proposed structures.
 - g. Show the lengths, designs, height, finish and location of all exterior walls (retaining and freestanding) and fences.
2. Site Plan: Indicate decks, patios, pools, stoops, retaining walls, trash enclosures, air conditioning screening, front entry step sizes, and driveway areas.
3. Roof Plan: Indicate all roof areas and corresponding slopes and gutter and downspout locations. Also indicate the lower roof projections, roof overhangs and chimney locations.
4. Building Elevations:
 - a. Building elevations should be drawn to match the site plan orientation.
 - b. Articulate "all" elevations, including hidden elevations, with finishes, window types, trims and fascia details. Show the proposed finish grades against elevations, garbage screens, air conditioning location, screens, decks, rear stairs and the maximum height from the first floor to the uppermost roof peak.

5. Color Scheme & Material Selections: Provide samples or a materials board with the exterior color scheme and material selections. Include any brick, stone, siding, and roof tile samples.
6. Specifications and Construction Schedule: Final construction specifications and construction schedule may be included on drawings or in book form.

If the Committee or the applicant so desires, meetings between the owner and/or their agent and the Committee shall be held to review the Committee's comments. When revisions of the items required to be modified are minor, all parties shall affix signatures on the comments sheet attesting to such and one (1) set of all Documents will be returned to the owner marked "Approved as Submitted" or "Approved as Noted". Documents needing to be extensively modified will be returned to the Submitter for changes to be made and will need to be resubmitted.

Upon approval, the Committee will write a letter to the applicable owners, indicating the final approval of the Documents. The Committee will retain the final Documents until construction is completed and compliance with the approval verified. If work has not started or a continuance not received by the owner or owner's agent within three (3) years from approval, the approval will then automatically expire.

Upon final design approval of the Documents from the Committee, the plans will be ready for submittal to the Town's design review process and for a building permit. Revisions required by the Town must be re-submitted for final review by the Committee and construction may not proceed until approved.

5.1.3 Construction Guidelines & Standards

Along with the final design approval of the Documents from the Committee, other requirements will include:

1. The approval through the Town's design review as well as the acquisition of a building permit from the Town.
2. The previously collected deposit will be utilized to repair any damage caused by construction personnel or equipment to adjacent property or amenities, or used to clean the construction site if necessary.
3. Driveways shall be completed by the time of issuance of certificate of occupancy for each individual lot. The Committee shall confirm that the placement of individual homes and driveways are in accordance with the Documents.
4. Provisions for the disposal of excess fill material shall be incorporated into the individual lot grading and/or building permit(s) filed with the Town's Building Department.

5. All contractors and subcontractors (together, "Contractors") are to maintain their construction sites in a neat and orderly fashion and shall clean up and remove all debris. The Contractors shall be responsible for the maintenance of such neatness and removal of debris by Contractors employed on the construction site. Activities expressly prohibited by these Design Guidelines include dumping excess concrete mix, and the dumping of waste materials, chemicals, oils, sewage, garbage, paints, insecticides, petroleum or other chemical products, etc. into storm drains, street gutters, or anywhere within The Reserve.
6. Contractors are responsible for providing on-site parking for their work crew's vehicles.
7. Contractors are responsible for site cleanup.
8. Contractors are responsible for erosion control and must comply with plans as approved by the Committee as well as any other regulatory requirements. The Committee may include more restrictive measures than required by the Town, if appropriate for the site.

5.1.4 Exterior Remodeling & Additions

Exterior remodeling and additions to existing improvements (including pool construction) shall be subject to the same criteria as new construction. All information concerning color, site location, architecture, grading and excavation, roof, height, solar collectors, setbacks, lighting, etc., will be required by the Committee before approval for additional work is given. This requirement also applies to exterior remodeling and additions which do not require any Town review or permit.

Prior to starting any work on any changes to the existing home or homesite, the owner must contact the Committee to determine which plans will be required for the review process. All fees and deposits will be applicable, but may be reduced or waived if the Committee feels the degree of review needed does not warrant the full amount.

5.1.5 Design Review Process Summary

The outline below represents the steps necessary to complete a residence at The Reserve. It is important to note that any deviation from these procedures could cause unnecessary delays or additional costs.

1. Optional Pre-Design Submittal Meeting
(*highly recommended, but not required*)
 - Design concept
2. Optional Conceptual Design Submittal (2 sets of each plan)
(*highly recommended, but not required*)
 - Conceptual Site Plan
 - Conceptual Exterior Elevations

- Conceptual Grading Plan
 - Application
 - Review & Processing Fee and Deposit
3. Required Final Design Review (2 sets of each plan)
- Application (if not submitted earlier)
 - Review & Processing Fee and Deposit (if not submitted earlier)
 - Grading Plan
 - Site Plan
 - Roof Plan
 - Building Elevations
 - Color Scheme & Material Selections
 - Specifications & Schedule

5.2 MUNICIPAL DESIGN REVIEW

The Town requires a staff level minor design review process related to each residential home where a grading or building permit is required. This design review will allow staff the resources (an application fee) and mechanism to review each home.

The Planning Department may not consider a Submittal rejected by the Design Review Committee. Regarding Submittals approved by the Design Review Committee, the Planning Department shall make the final decision related to design review. This is the final decision unless the applicant chooses to appeal a denial to the Planning Commission.

The applicant may also submit more than one design option for each residential parcel (e.g. master home plans) to allow for multiple design options. In this case, each alternative design shall be approved by Town staff.

Other than outlined in this chapter, the applicant shall follow the design review requirements of the Town.