

**The Ridges Landowners Association**  
**Architectural Control Committee**  
**Gerald Fornell, Chairman**  
**25 Buen Pastor, Santa Fe, NM 87508**  
**Tel: 505 466-2612**

**Request for Architectural review**

Please provide the following information, sign and submit with the required exhibits itemized in the ACC Application and Construction Requirements to the address above:

**Applicant Information**

Name: \_\_\_\_\_

Current Contact Address: \_\_\_\_\_

Current Contact Telephone: \_\_\_\_\_

Is applicant the owner of the property? Circle: YES No

If applicant is not the owner, please indicate what the relationship is between the applicant and the owner, i.e. Contractor, Real Estate Agent, Prospective Purchaser, etc.

Relationship: \_\_\_\_\_

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**Owner Information (if different from applicant)**

Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

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**Builder/contractor**

Name: \_\_\_\_\_ License\_# \_\_\_\_\_

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

Telephone: \_\_\_\_\_

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**Architect or Designer**

Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

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## **ACC Application and Construction Requirements**

### **Application Process:**

**Submit this application form to the address in the letterhead on the first page along with:**

1. Two sets of drawings at ¼ inch to the foot scale (one will be returned with an approval letter and stamped) that must include the following:
  - A. complete topographical drawings of the building site and surrounding area including:
    - 1) location of all easements including archeological and trail easements.
    - 2) the structure being applied for and any existing structures.
    - 3) elevations showing the amount of cutting or grading that is planned to create the footprint for the slab (this will require both topographical and section view(s)).
    - 4) driveways. If it is necessary to create a driveway close to a neighbor's driveway, it cannot be closer than 20 ft.
    - 5) location of electric and gas meters.
    - 6) exterior lighting plan showing all lighting not attached to structures being applied for.
    - 7) indication if removal of existing trees is required. Owner or contractor must also submit a landscaping plan and time frame to complete replanting after construction is completed.
  - B. Complete construction plans for slabs walls and roofing.
  - C. Elevations (generally four) showing the finished appearance of the structure and its relationship to any previously existing structure if an addition.
3. A cut sheet of the style of exterior light fixtures.
4. Exterior color samples including:
  - A. exterior stucco finish color
  - B. all window door and other trim colors (usage to be indicated on the drawing).
  - C. roofing material if an allowed and approved pitched roof.
5. ACC must receive a \$1000 construction deposit from contractor or owner with the application for construction approval. If construction is not completed and approved on or before the time period allowed in the Covenants, this fee would be subject to partial deduction or forfeiture.

### **Contractor Requirements:**

1. Contractor must Contact the ACC for inspection according to the schedule we have established. Failure to do so will result in a deduction from the deposit.
2. Contractor must provide a dumpster or other closed containment device and cover it every evening and during high winds to prevent trash from spreading.
3. If cleanup due to trash thrown out by the contractor or sub-contractors along the roadway or on either lot bordering the construction site is required by a separate party, the contractor will be charged back for these costs. It is the responsibility of the general contractor or owner to pick up all debris everyday during the construction period.
- 3) If construction site access is from a paved road, contractor must clean and maintain the paved road on a weekly basis.

- 4) Construction noise levels: Construction noise cannot start before 7:00a.m. and must stop no later than 7:00 p.m.
- 5) Any wires or cables must be buried before final approval will be granted.
- 6) Contractor will require workers to reduce speed, not to dispose of litter on roadways, and not to trespass on adjacent properties.
- 7) All digs in or near roadways must be completed in a timely manner and road surface replaced promptly and properly.
- 8) The ACC has adopted a sign regulation and you are responsible for its application. [See Bylaw Resolution enacted 11/04.]
- 9) A portable toilet must be on site prior to start of construction and well maintained throughout the construction period.

**Other Restrictions:**

- 1) All roof top vents and stacks that are visible above the roof are to be painted to match the exterior stucco.
- 2) Trim finishes: White paint on window and door trim or garage doors is not allowed except where appropriate for Territorial Style Structures and when approved by the ACC; dark green, brown, tan and burgundy are all acceptable, but samples of all colors must be submitted for approval. [See Covenants, Art. 9.02(b)]
- 3) Any fences such as a corral fence or other types cannot infringe the 50-foot setback. Photographs or drawings depicting the style of fence must be submitted for approval. Note that if a corral or stable is approved, owner must remove animal waste no less than every five days in order to reduce insects and other various things that are attracted by the odor. If neighbors complain about the odors due to lack of maintenance the ACC has the power to levy a fine or lien against the property.

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The above lists of requirements are not intended to be all-inclusive as there may be additional guidelines or requirements used by the ACC on some specific projects. The above, however, forms the requirements for initial review of all covered projects. If additional material, information or clarification is required, you will be contacted by the Committee.

Owners and contractors will find pertinent information in the Restrictive Covenants, Articles 6, 7, 8, 9, 12, 14, 15, 17, 18, and in the Resolutions passed by the Board of Directors, all of which are available both in print and at the Ridges website: [www.Ridgesla.org](http://www.Ridgesla.org).