



# Aliso Springs Property Owners Association, Inc.

POB 1283, Tubac, AZ 85646 | Phone: 520-261-3866

## Architectural Committee Project Packet

### Mission Statement

*“Provide for the maintenance of a high standard of architecture and construction in such a manner as to enhance the aesthetic properties and structural soundness of building and their appurtenances constructed at GT Ranches.”*

### Background

Aliso Springs Property Owners Association began as GT Ranches in 1975. TIRSO TRUJILLO, ESPIRIDION TRUJILLO, AMELINA TRUJILLO VALDENEGRO, ABRAHAM TRUJILLO, JUAN de DIOS TRUJILLO, JOSEFINA TRUJILLO JOHNSON, AND GUADALUPE T. TRUJILLO were the first seven owners. At that time, the Trujillo's also established the GT Ranches Deed Restrictions.

On February 11, 1993, the Aliso Springs Property Owners Association (ASPOA) was established partially to handle the sale of parcels within each of the seven ranches. Along with the establishment of ASPOA came three committees: Architectural Review, Roads, and Water. The Road and Water Committees served the membership by managing and maintaining our road and water infrastructures. The Architectural Committee (AC) was established in the Deed Restrictions. The Water Committee was dissolved July 2021 when the Trujillo Trail Domestic Water Improvement District was formed.

It is the responsibility of the AC to ensure that all buildings, structures, roofs, walls, fences, and landscape comply with the Deed Restrictions and are in harmony with the ASPOA community. If you are constructing *anything* on your parcel, please visit the ASPOA website under Architecture for information. The AC is responsible for maintaining the aesthetic of our community which helps preserve the value of our Association properties.

### What requires AC Review?

The following is a partial list of the types of projects for which property owners need to notify the Architectural Committee. Final determination of the project classification shall be made by the AC. In general, please contact the AC if you are planning a project of any size on the exterior of your house, outbuildings or property.

#### **Major Project:**

- New Home
- Pool
- Major Landscaping
- New Garage and some carports
- Outbuildings with a slab or foundation.
- Large retaining walls

#### **Minor Project:**

- Solar Panels
- Fencing, walls and gates
- Some carports

- Water tanks
- Small retaining walls (<4' high)
- Driveways & patios
- Small outbuildings

#### **AC Notification Only** (no fees or bonds):

- Repainting house, fence
- Screening of mechanical equipment not associated with a larger project.
- Lighting Changes

## **How to Submit a Request for AC Review**

Plans and specifications for all buildings, structures, roofs, walls, fences, and landscape must be submitted to the AC for written approval PRIOR to the commencement of construction. The package you submit to the Architectural Committee should be the same package you intend to submit to the County for permits (where applicable). Grade determination, Site Plan standards, Road Tie-In, Driveway Crossing standards, and Outdoor Lighting Regulations apply. Prior to submitting design documents, please review the deed restrictions and this AC Packet; specifically Exhibit 1 for AC policies and common project issues and Exhibit 2 for Bond and Fee schedules.

When you begin to plan your project, complete the appropriate Owner Project form found on the members website, send the signed form and fees to ASPOA Treasurer via Zelle to Treasurer@alisosprings.org or mail to POB 1283, Tubac, AZ 85646. Once received, the AC will review the project materials and if in compliance with the Deed Restrictions and AC policies, standards and requirements, we'll send a confirmation email. This email represents what the AC will be expecting to sign off on.

Some AC fees and requirements will not apply to all projects. To encourage residents to be good neighbors and to screen unsightly equipment in their yards, and at the discretion of the AC, fees or bonds may be waived for any project intended solely to correct past non-compliance.

Approval of the AC for any project does not represent or guarantee approval from Santa Cruz County. Proper permits must be obtained. Project approvals by the AC are valid for 2 years; after which an extension may be granted upon Owner's request and at the discretion of the AC. Projects that are allowed to expire without extension will need to be resubmitted to the AC with all necessary documentation, fees, etcetera for a new review process.

## **Exhibit 1**

This information is intended to highlight certain sections of the deed restrictions and do not in any way supersede them. These are the most common design issues encountered and in no way should be construed as a complete list of items reviewed.

### **Following is a list of common design issues encountered by the AC:**

1. The top floor of any structure must not be more than 2 feet above natural grade, and the total structure no more than 25 feet above natural grade, except as may be required by Santa Cruz County Regulations. (ref. ASPOA Deed Restrictions A:18). Refer to Natural Grade Determination sample document on the website.
  - a. Prior to any site preparation or grading, the Owner/Contractor will provide AC with their pad area topography which establishes natural grade elevations. Building plans must call out finished grade of building slabs or foundations. Reference; elevation stakes to be installed and remain in place during the course of construction.
2. The top floor of any structure must not be more than 2 feet above natural grade, and the total structure no more than 25 feet above natural grade, except as may be required by Santa Cruz County Regulations. (ref. ASPOA Deed Restrictions A:18). Refer to Natural Grade Determination sample document on the website.
3. Swamp coolers, AC units, clothes lines, equipment, fixtures, swimming pool filters, water systems, solar collection systems, wood piles or storage piles shall be walled in or kept screened by adequate plantings, walls or other means in such a manner as to conceal them from the view of neighboring lots and streets. (ref. ASPOA Deed Restrictions A:14).
4. No wall or fence of any kind whatsoever shall be constructed on any lot until after the height (no greater than 6'), type, design, and location has been approved. (ref. ASPOA Deed Restrictions A:9).

5. Exterior paint and roofing samples must be submitted for approval by the AC. Physical samples may be submitted, but website links to the specific brand/model/color specified on the plans shown is preferred (ref. ASPOA Deed Restrictions A:4).
6. Including water storage tanks in any new construction or remodel (where tanks do not already exist) is highly recommended. Tanks and associated equipment must be adequately camouflaged or screened (ref. ASPOA Deed Restrictions A:14).
7. Existing natural drainage may not be changed or altered without the approval of the Board of Supervisors of Santa Cruz County. (ref. ASPOA Deed Restrictions A:16). Water may not be diverted onto roadways by any means. Refer to ASPOA Road Tie-In Detail.
8. Exterior lighting shall be installed and maintained so as not to disturb unreasonably the holder of any other lot in the Association and comply with SCC outdoor lighting dark skies initiative. (ref. ASPOA Deed Restrictions A:12).
9. If you plan to fence around your home, please consider fencing just a portion of your parcel. This will allow the cattle to graze and keep the grasses and other fire fuel to a minimum, allows close up wildlife experiences as well as save you money in reduced fencing. All fencing projects require AC approval.
10. The AC is responsible for reviewing the aesthetics of any water features and pools during the review period. The TTDWID should be contacted regarding water business; email [clerk@trujillodwid.us](mailto:clerk@trujillodwid.us).
11. No fences, walls, structures or landscaping shall be permitted within the road/utility easements (ref. ASPOA Deed Restrictions A:2).
  - a. We encourage all owners to understand the difference between a setback and an easement, and understand how setbacks and easements affect their parcel. Setbacks are defined by zoning laws. Easements are established via recorded county documents and may sometimes overlap with the setbacks (ref. ASPOA Deed Restrictions A:1 and A:2).
12. Dip crossing installation may be required at the Owner's expense in conjunction with any Major Project. Dip crossings may be required to be installed on driveway entrances off Association-maintained roads, see the Santa Cruz County Dip Crossing detail on the website. The determination as to whether a dip crossing is required will be made by the Road Committee upon request from the AC. The Engineering of the dip crossing (i.e. determining flow rate) shall be contracted by the Owner.

## Exhibit 2

### 2024 Bond and Fee Schedule

#### BONDS:

*To be paid to ASPOA at the time of AC engagement, via personal check or Zelle. **PayPal not accepted.** Bonds can be subject to penalties if the project is not completed in a timely fashion from AC review approval OK date. Refer to Board Resolution #7, enforcement policy.*

#### **New Construction or Major Remodel Owner Bond: \$500**

- This money shall be held in the ASPOA bond account until such time as the ASPOA Architectural Committee performs final sign off on the completion of the project.

#### **New Construction or Major Remodel Contractor or Owner Builder Bond: \$500**

(May be paid by Owner or Contractor (at Owner's discretion). Paid in ADDITION to the Owner Bond.)

- The bond shall be paid by the property owner's primary Contractor/Owner Builder to the ASPOA. This money shall be held in the ASPOA bond account until such time as the ASPOA Architectural Committee performs final sign off on the completion of the project.

#### **Remodel or Minor Project Owner Bond - \$250**

- This money shall be held in the ASPOA bond account until such time as the ASPOA Architectural Committee performs final sign off on the completion of the project.

#### **Remodel or Minor Project Contractor or Owner Builder Bond - \$250**

**(Paid in ADDITION to the Owner Bond)**

- This money shall be held in the ASPOA bond account until such time as the ASPOA Architectural Committee performs final sign off on the completion of the project.

#### INFRASTRUCTURE FEES:

#### **Project Application and Review Fee: \$ 200**

- This non-refundable fee shall be paid for each project request form submitted and each plan review. This covers the costs of administration and on-site inspections.

#### **Road Infrastructure Fee: \$ 250**

- This non-refundable fee shall be paid for each and any tie-in to the ASPOA road system. This applies to any entrance off the ASPOA road system to the property. For new builds, each vehicle entrances (new or existing) that will be used beyond the construction phase will be subject to this fee.

**FOR ALL WATER RELATED BOND AND FEES GO TO <https://trujillotraildwid.us/rates/>**

**OR CONTACT [CLERK@TRUJILLOTRAILDWID.US](mailto:CLERK@TRUJILLOTRAILDWID.US).**