

**RANCHO CASA BLANCA
LANDSCAPE COMMITTEE**

LOT IMPROVEMENT REQUEST

Planning an improvement? Please do not assume you can make an improvement and/or similar change just because one exists in Rancho Casa Blanca. It may not have been authorized or it may no longer be an authorized improvement. Submit a plan first.

1. **Legal Plot Plan Required with your Drawing Proposal**
 - (A) You will find your plot plan with your lot legal documents.
 - (B) You will need to refer to it to draw your plan accurately.
 - (C) Make a copy of your plot plan and include it with your proposal.
2. **Read your “Landscape Improvement Standards”**
Follow the steps for Landscape Committee approval
3. **Use the attached form only to draw your plan.**
4. **Use black ink only!**
5. **Wait for approval before making definite appointments for work.**
6. **Submit your plan by Wednesday. Plans will normally be reviewed on Thursday with results normally available Friday**

Follow up Landscape Committee Inspections

When requesting a follow up inspection, return your “owner’s copy” to the office, not to a Landscape Committee member’s home. Inspections are normally done on Fridays depending on the workload.

Remember, Landscape Committee members are volunteer homeowners, who are kept busy, and like their free time too. Workload has to be consolidated so as to avoid members constantly being on the go doing inspections.

If you need an inspection prior to Thursday, advise the office. A member will usually make the inspection either that day or the following day. Do not expect it the same day.

**RANCHO CASA BLANCA
LANDSCAPE IMPROVEMENT STANDARDS
(Effective November 4, 2005)**

Rancho Casa Blanca (hereinafter referred to as RCB) is a planned unit development. Lots are close together and relatively small. In order for us to enjoy its many advantages we must give up some of the freedom a property owner might expect in a single family dwelling. We must be tolerant and courteous. We must consider our neighbors and be ready to give way for the common good.

These guidelines are for the information of owners, tenants, contractors and sales people at RCB. They are intended to provide a common source of information about basic standards, regulations, and procedures. They are equally binding upon all owners and renters.

NO NEW PLANTING BEDS AND LANDSCAPING, INCLUDING ANY APPARATUS, DECORATIVE PLANTER, OR OTHER TYPES OF CONTAINERS FOR PLANTINGS IN OR ON THE GROUND SHALL BE COMMENCED, ERECTED, ALTERED OR MAINTAINED WITHIN RCB UNTIL PLANS AND SPECIFICATIONS SHOWING THE NATURE, KIND, HEIGHT, PLANTING MATERIALS AND LOCATION OF SAME ARE SUBMITTED TO AND APPROVED IN WRITING BY THE LANDSCAPE COMMITTEE.

The Landscape Committee is a group of volunteer owners who are delegated the authority by the Owners Association and by the CC&R's to administer regulations pertaining to landscaping guidelines. The scope of the Committee's responsibility encompasses all proposed improvements and/or changes to the landscaping on the lot as specified under these standards.

All intended improvements or changes must be submitted to the Landscape Committee for approval as outlined under "Procedure for Landscape Approval".

Any improvements or changes made without Landscape Committee approval will be reviewed and remedial action will be taken if necessary.

Plan approvals from the committee are valid for six (6) months from date of approval. If work is not completed by that time, plans must be resubmitted; however, the deposit will not be refunded after six (6) months.

All completed improvements must conform to plans and specifications approved by the Landscape Committee.

Appeal Procedure: If plans and specifications submitted to the Landscape Committee are disapproved owner(s) may appeal in writing to the Board. The written request must be received by the Board within 30 days following the decision of the Landscape Committee. The Board shall submit such request to the Landscape Committee for comment and the Committee's written comments will be submitted to the Board.

Within 45 days following receipt of the request for appeal, the Board shall render its written decision. Failure of the Board to render a decision within the said 45-day period shall be deemed a decision in favor of the appellant. An exception to the 45-day period is between April 1 and October 31, when the Board does not meet regularly.

Blanketed Improvements: All lot improvements made prior to January 1, 1992 shall be blanketed, per the Board, as "approved" unless it can be shown that prior to January 1, 1992 the owner intentionally violated the Landscape Guidelines and/or Committee members clarification of the Guidelines, and/or deviated from the approved plan, without Landscape Committee approval.

Exceptions:

1. If landscaping is altered later, the landscaping must meet the current standards.
2. When a lot is sold, and prior to closing of escrow, the improvements must meet the current standards. An Escrow Approval will be completed verifying compliance at that time.

Landscape Violations:

A letter will be sent to the homeowner describing the violation and requesting cooperation in correcting the problem within 20 days. If the violation has not been corrected within 20 days a Notice of Violation and Hearing will be sent via certified mail designating a hearing date not less than 15 days from the date of mailing.

If the violation has not been corrected by the final 15 day deadline, the Association may have the violation corrected and the homeowner charged a reimbursement assessment in the amount of \$50.00 per offense, as determined by the action of the Hearing Panel.

The homeowner may contact the Association Office to request the violation be corrected by a landscape employee at the current rate to comply within the deadline.

PROCEDURE FOR LANDSCAPE COMMITTEE APPROVAL

- A. Obtain from the office an Approval Request Form and packet, **LANDSCAPE IMPROVEMENT REQUEST**, along with a copy of your **PLOT PLAN** (lot showing its dimensions). Know the requirements pertaining to your landscape improvement. A \$20.00 deposit will be submitted but refunded upon completion of approved work.
- B. Draw your lot to scale, on the approved form provided, showing the boundaries and all existing concrete coverage, structures, etc. Show lengths, widths, etc. Then draw your proposed landscape improvements on the form showing all dimensions clearly. **Use black ink.**
- C. Describe in writing specifically your intended landscape improvement, so there is no doubt what you are proposing.
- D. Submit your completed request to the office by Wednesdays and it will be reviewed by the Landscape Committee at its regular Thursday meeting. Results should be available the following day. No regular meetings are held during the off season, April through October.
- E. On-site inspections are required for planters off concrete and flowerbed additions or for tree planting and removal.
- F. A final on-site inspection is required after all work is completed.
- G. All approvals are only valid for six (6) months. Work must be completed within that time.

FOLLOW YOUR APPROVED PLAN. REDOING YOUR IMPROVEMENT CAN BE COSTLY.

LANDSCAPE IMPROVEMENT STANDARDS & REGULATIONS

Plans for all improvements must be submitted for approval in order to maintain a uniform quality and appearance throughout the park.

All improvements and property must be maintained to a high standard to comply with CC&R's. Consideration must be given to irrigation and maintenance that may be affected by any improvements or alteration to a lot. Changes as needed are at the cost of the lot owner.

- A. All plantings and landscaping must be approved by the Landscape Committee
- B. All landscaping must be done in a manner that does not interfere with lawn maintenance and allows easy access of ground crew and their equipment. All freestanding plantings must be spaced at least ten (10) feet.
- C. All perennial plants must be adaptable and tolerant to desert environment. The Coachella Valley has both frost and extreme heat. The attached list of plant materials has been approved for Rancho Casa Blanca.
- D. Owners are responsible for the maintenance of all plantings and landscaping they initiate even when they are away. Plantings that are not properly maintained will be removed at the owner's expense, resulting in an assessment to the space owner.
- E. Owners must maintain plants/shrubs:
 - 1. Plants shall not exceed 5' in height.
 - 2. Plants growing on shed trellis on either end shall not exceed the height of the shed.
 - 3. Plants growing on the side of shed may not exceed the eave height.
 - 4. Plants growing in front of utility must not exceed the height of the utility, or obscure space number.
- F. No hedges are allowed except to screen utilities. No windbreaks or golf ball breaks are permitted.
- G. No border landscaping against the common area is allowed, unless against a concrete pad. Owners are not allowed to plant in the common area.
- H. All annuals must be removed in the spring before leaving Rancho Casa Blanca. This includes all planted pots unless drip irrigation is used and someone is checking it all summer. All fruit is to be removed from trees prior to owner leaving for the summer.
- I. All brick borders, fountains, trellises or other structural landscaping must be approved by the Landscape Committee.
- J. No fencing or arbors are permitted.

- K. EAST WALL MAINTENANCE: The Park assumes responsibility for maintaining the ground between the lower wall and the perimeter wall. If so designated by owner with Landscape Committee approval owners may wish to plant and maintain that area on their own; however, rules regarding maintenance of flowerbeds and removal of annuals will apply.
- L. ROCK: Rock may be used for landscaping purposes only, i.e., around trees or in flowerbeds. Application of any material used in landscape design must have prior Landscape Committee approval as to placement, size, color, etc. Owner must sign a release stating that if the rock is not kept up to standard, the Committee is authorized to have same removed at the owner's expense. Any installation containing rock must have a border of lawn edging.
- M. ALTERNATIVE LANDSCAPE: Any landscape other than grass or flowers must be within 7% of the 25% minimum allowable landscape. Low maintenance landscape will be considered if the need arises for installation i.e., poor drainage, excessive water, mowing difficulties, etc.
- N. If a homeowner requests new plantings on common area, an approval must be obtained from Landscape Committee, Landscape Supervisor and General Manager. It will be the petitioner's responsibility to plant and maintain the area yearly, at the homeowners expense. At such a time as the lot is sold, the area can be reseeded to grass if the new homeowner does not want to carry on the project.

**RANCHO CASA BLANCA
RECOMMENDED LIST OF PLANT MATERIAL**

TREES:

Palm Tree

African Sumac

Russian Olive Tree

Featherbush Tree (*Lysiloma Thornberi*)

Graceful feather-like leaves, drought resistant, full sun, can be pruned.

****Good replacement for Pepper Tree****

No Eucalyptus trees and no fruit trees will be approved.

Palo Verde

Fast growing desert tree that gives filtered shade, rather than solid. It has frilly, light green leaves and a lovely bright green trunk and limbs. It likes full sun, attracts birds, and has bright yellow flowers in the spring. It tolerates aridity, but does better when watered.

Ficus

Compact evergreen tree that grows to about 25 feet at maturity. It has dense branches with shining green leaves, and provides good shade. It does well in sun or shade and in large pots, as well as in the ground.

SHRUBS:

No oleander new plantings will be approved, except dwarf variety.

No bougainvillea new plantings will be approved, except low growing shrubby varieties.

Red Yucca (*Hesperaloe Parvifolia*):

Full sun, water light, very drought tolerant, flower is red tubular. Grows to 3' tall 3' wide. Cactus likes. Requires little care.

Dwarf Stokes Holly (*Ilex Vomitoria Stokes*):

Bush like, full sun. Water frequently at first, later on requires little water & becomes drought tolerant. 4' maximum height 3'-4' wide, minimal care

True Flowering Rosemary:

Does real well in desert climate. Spreading plant with light purple flower. Can be used in cooking.

Trailing Lavender (*Lantana sellowiana*):

Purple flowers that flower almost constantly. Will tolerate cold weather. Spreading plant that can be trimmed, but will come back. Maximum height is 3 feet.

Hibiscus (*Hibiscus Rosa-Sinensis*):

Full to part sun needed. Water regularly but not excessive. Flowering plant that will grow to 4'-6' tall, 3'-4' wide, but can be pruned. Needs food often and to be shaped.

Gulf Stream Nandina (*Nandina domestica*):

Often referred to as Heavenly Bamboo. Dwarf evergreen shrub hedge type. Slow to moderate growth rate. Colorful change of foliage, sun to part shade.

Pyracantha:

Red/orange berries, shrub type of plant. Good for trellis or against buildings walls.

Wheeler's Dwarf (Pittosporium):

Hardy, partial to light shade. Round bush type with small narrow leaves. Grows to 3' tall.

Cape Honeysuckle:

Orange flowering fast growing bush, with lush green small leaves. Attracts hummingbirds. Likes full sun.

Santolina Virens: Low mounding shrub, likes hot sunny areas. Herb whitish flowerhead.

Texas Sage, Silver Cloud/Green Cloud (*Leucophyllum Zygophyllum*):

Lavender flower with gray and green leaves. Good for hedges or borders.

Dasyliion Acrotriche:

Stiff tree like. Native to Mexico topped by a dense rosette of linear leaves, similar to Yucca. Have white flowers in spring. 3'-4' tall, grows slow.

Desert Mallow (Malva Algea):

Native desert shrub. Blooms much of the year. Likes hot sunny areas. 3'-4' maximum.

Brittlebush (Encelia Farinosa):

Native desert shrub. Evergreen with yellow flowers. Full sun and drought resistant. 3'-5' in height.

Assorted Cassia Varieties (Artemesoides, Nemophila, Sturtii, Phyllodena):

Hardy, drought resistant. Can grow to be 6' but can be pruned. Yellow flowers in spring.

Dwarf Myrtle:

Great for landscaping. Plant 10' apart.

Dwarf Oleander:

Slow growing

Shrubby Bougainvillea varieties

Slow growing

Boxwood Beauty

Evergreen, that is easily adaptable to summer heat. It grows uneven soft and billowing limbs, and retains its deep green color in the summer heat. It grows to three or four feet at maturity, and is easily pruned, without having a pruned look.

Sago Palm

Has the airy, lacy appearance of a fern. Starting at 3-4 feet in youth, it grows very slowly, and stays compact. It is tough and tolerant of heat, and is the hardiest of the cyads. It prefers to be shaded in the hot summer.

Jasmine

Some are evergreen, others are deciduous. It has very fragrant blossoms, and will fill the air around it with its perfume. Though it can be grown as a shrub, it is vine-like. It likes partial shade in a hot climate.

FLOWERS:

Most annual flower for potting recommended.

Perennial Flowers

Gazania:

Requires minimal care. Water often first week. Yellow or lavender daisy type flower. This plant will draw snails.

Roses:

Can be grown in pots.

Hedging Roses:

Grows fast with a deep root system.

Trailing Lavender:

Can also be grown as a perennial flower.

Lantana:

Requires minimal care. Water often first week. Variety of colors. Ground cover to 1 ft. high.

Calle Lilly

Has clumps of long, shiny green spike-like leaves. It bares blossoms from pure white to deep pink, that are long lasting. In hot climates it does especially well in shade, when receiving plenty of water. It will come back for many years.

****PLEASE NOTE****

These recommendations were based on visits to the following nurseries and discussions with the nurserymen. Visual observations of the above plant material were made and taken into consideration for this list.

Moller's Garden Center
72235 Painters Path
Palm Desert

Bob Williams Nursery
48-575 Madison
Indio

Rancho Casa Blanca
Tree Maintenance/Removal/Replacement Policy
March 2003
Revised November 4, 2005

Trees must be approved by the Landscape Committee before planting.

Trees must be 10 feet apart and located away from structures.

Trees must be planted at sites that will not interfere with a neighbor's view.

Fruit bearing trees: mature fruit must be removed from trees. Owners leaving the park must remove or make arrangements to have the fruit removed so that additional labor is not created for maintenance crews.

Trees that are planted in tubs and containers must be maintained by the owner. During the time owners are away, arrangements for container maintenance remains the responsibility of the owner.

Trees that become diseased or infected with insects must be sprayed with pesticides, or in some cases, removed by the owner.

Owners who plant trees are responsible for their proper pruning!

- a. Trees must be pruned in a manner that allows easy access of maintenance crews. On large trees the tree canopy must be pruned high enough to allow lawnmowers access under the tree.
- b. Trees must never be topped unless approval is received from the Landscape Committee.
- c. Dead or diseased wood, suckers and wayward branches must be removed.
- d. Branches must be pruned away from sheds, decks, park models and trailer sites.
- e. To maintain safety, split and broken branches must be removed.
- f. When pruning trees, always cut back to a lateral branch that will continue to grow.
- g. Trees must be set back 5 feet from street.

The above standards are the responsibility of the owner. In some cases the park maintenance crew will maintain or assist. (An example is that park maintenance crews will remove an immediate hazard in the absence of the owner.) Owners of trees that are not maintained consistent with the above standards will be sent a letter regarding compliance. After a period of 30 days, trees not in compliance will be removed or brought into compliance at the owner's expense.

No tree shall be removed/replaced from the common property within RCB unless the subject tree is:

Diseased, and judged to be too diseased to cure.

Subject tree is dying.

Subject tree is causing structural damage to common area property or common area structures.

Subject tree is causing structural damage to an owner's property; i.e.,
lifting the owner's cement slab or otherwise causing damage

Overcrowding

In the event an owner wishes a tree removed on common property, they will fill out a Tree Removal Request Form. The General Manager, Grounds Supervisor, Landscape Chairperson, (if available) and the Board of Directors will review the request and inform the owner of the decision.

If an owner wishes to remove a tree on his/her lot, a Tree Removal Request Form with a \$20.00 refundable fee must be submitted. The Landscape Committee will review the request and advise the owner of its determination. Such tree removal will be at the expense of the owner. In addition to the above criteria for tree removal, an owner may request to have a tree removed for the pouring additional concrete, building a shed, or installing a park model or larger RV.

No trees may be planted on neighboring property line. They must be set back 18" on owner's property.