

ROLLING HILLS COMMUNITY ASSOCIATION

BUILDING REGULATIONS

2017

Updated 2-17-2011
Updated 11-17-2011
Updated 12-15-2011
Updated 7-5-2012
Updated 8-3-2012
Updated 10-18-2012
Updated 02-07-2013
Updated 03-2-2017/7-6-2017
Updated 02-16-2023
Updated 04-18-2024



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SCOPE AND PURPOSE

ROLLING HILLS COMMUNITY ASSOCIATION

BUILDING REGULATIONS

Pursuant to the authority granted to the Rolling Hills Community Association of Rancho Palos Verdes, a non-profit California corporation, (hereinafter “Association”), by the various deed restrictions and the Association Bylaws, the following Building Regulations shall apply to the construction, alteration or repair of any building or structure within the area under the jurisdiction and control of the Association, which area is defined in the Deed Restrictions.

The purpose of these Building Regulations is to preserve and maintain the character of the community as single family, low-profile, one-story homes, white in color with earth-tone trim, traditional or California ranch-style in appearance (with the exception of Williamsburg Lane) with complimentary accoutrements. Its further purpose is to prevent the erection, alteration, maintenance or repair of undesirable or inharmonious types or designs which detract from the aesthetic values of the property on which the construction is proposed or the neighboring properties.

The Board of Directors of the Rolling Hills Community Association (“the Board”) shall exercise its authority pursuant to these Regulations through an Architectural Committee. The Architectural Committee shall consist of five members appointed by the Board. The Architectural Committee’s function is to evaluate plans submitted to it for the construction, enlargement, alteration, or removal of a building, fence, or structure, or the grading of a property under the control and jurisdiction of the Association to assure that such plans 1) adhere to the principles of good architecture, 2) preserve the aesthetic value of all buildings and structures in the community, and 3) maintain the uses and purposes of the easements as defined in the Deed Restrictions and these Regulations.

Plans submitted to the Architectural Committee must comply with the applicable provisions of the LACC Title 26 (Building Regulations) and the Municipal Code of the City of Rolling Hills.

It is not the purpose or intent of these Building Regulations to control the safety of a proposed or existing building or structure, or to provide guidelines or standards concerning either geological conditions or the stability of the soil on which the building or structure is proposed to be constructed, but solely to preserve the aesthetic exterior values enumerated herein.

I. GENERAL BUILDING REQUIREMENTS

A. No person shall erect, construct, enlarge, alter, or move any building, fence, or structure or perform any grading in the area without the jurisdiction of the Association without:

1. Filing the appropriate plans as required by these Building Regulations,
2. Paying the applicable fees (see Appendix F “Building Permit Fees”),
3. Obtaining all the necessary approvals from the Architectural Committee, or the Board, where appropriate, and
4. Obtaining the required permits for each such building or structure from the Association.

II. REQUIREMENTS FOR SUBMISSION OF PLANS FOR NEW RESIDENCES, ADDITIONS, OTHER CONSTRUCTION, LANDSCAPE

A. NEW RESIDENCES (*Updated 2-17-2011*)

1. Submission of Preliminary Site Plan, Preliminary Drawings and Final Working Drawings.

Any Applicant for a new residence must, prior to beginning any construction or other alteration of a property or building a new residence, submit a Preliminary Site Plan (“Site Plan”) and Preliminary Drawings to the Architectural Committee for approval. The Site Plan must be drawn to a commonly accepted scale and must include the following:

- a. Name, address, and telephone number of applicant.
- b. Name, address, and telephone number of architect.
- c. Property line dimensions and bearings.
- d. Lot and tract number.
- e. All recorded easements and designations of front, side, and rear yards.
- f. All Association horse trails within the easements and/or located on the Applicants property.
- g. Natural or pre-existing topography with contours indicated in one-foot intervals adjacent to all improvements and in 5’0” intervals for unimproved portions of the property, as determined by a certified Civil Engineer.
- h. All finish grading contours shown in one-foot intervals.
- i. Footprints, square footage, size, and location of all structures (residence, garage, stables, accessory buildings, covered porches, trellises, pools, spas, sports courts, retaining walls, etc.). Structures should be located by dimensions on the plan.
- j. Finish floor elevations of all structures.
- k. Names of all adjacent streets.
- l. North arrow and plan scale.

- m. Roof ridge lines and elevations. Ridges and roof overhangs should be indicated with a light dashed line. Indicate ridge elevations on plans.
- n. Project size and lot coverage area; gross area and net area; lot coverage percentage.
- o. Dimension setbacks.

2. Submission of Preliminary Drawings

In addition to filing a Site Plan with all Association horse trails located within the easements and Applicant's property clearly marked, any Applicant for a new residence or addition must file Preliminary Drawings which must include the following:

- a. Floor plans showing the size and relationships of rooms, courtyards, patios, doors and windows, stairways, fireplaces, and other architectural features.
- b. A roof plan showing roof ridge lines, overhangs, pitch, and all other architectural features including skylights and trellises.
- c. Exterior elevations showing the height and width of all sides of the project and its general character, including door and window design.

The Committee reserves the right to require modifications to plans for a submitted project until the final form of the plans are approved. After the Committee requests that final working drawings be submitted for approval, the Committee retains the right to require modifications to architectural designs. The Committee will not require modifications to working drawings that materially change the massing of the project.

3. Submission of Final Working Drawings

Once preliminary plans have been approved by the Architectural Committee, final working drawings must be submitted when requested by the Architectural Committee and should include the following:

- a. Site plan/Grading plan (See Section II.A.1.a-n. for site plan requirements)
- b. Foundation plan and details.
- c. Floor plan. (See Section II.A.2.a)
- d. Framing plan.
- e. Roof plan. (See Section II.A.2.b)
- f. Exterior elevations on all sides. (See Section II.A.2.c)
- g. Building cross-sections.
- h. Architectural details of all exterior features referenced to the exterior elevations. Number to note schedules are not allowed. All materials on exterior elevations should be indicated with notations on elevation. Alternatively, notes that indicate new details match existing are allowed for small additions. If details on small additions do not match existing, they must be submitted for approval.

The Committee reserves the right to require modifications to plans for a submitted project until the final form of the plans are approved. After the Committee requests that final working drawings be submitted for approval, the Committee retains the right to require modifications to architectural designs. The Committee will not require modifications to working drawings that materially change the massing of the project.

B. RESIDENCE ADDITIONS AND REMODELS (*Updated 2-17-2011*)

The Association values the harmonious appearance of the ranch style architecture in Rolling Hills and believes that this contributes to the overall aesthetic appeal of the entire community. While all renovations and additions to a home or accessory building should match the existing structure, special attention is paid by the Architectural Committee to homes and buildings designed by architects of historical note. Some of these architects include but are not limited to: Cliff May, Paul Williams, Luth Maria Riggs and Richard Neutra. While the Architectural Committee understands that for practical purposes, older homes are remodeled and renovated, special attention is paid by the Committee to homes by these architects so that the style of the original architect is retained. The Associations recommends that owners of such notable homes meet with the Architectural Committee prior to drafting plans for a remodel or addition.

Any Applicant for a proposed residence addition must submit a Site Plan and Preliminary Drawings. All drawings shall clearly indicate addition in context with existing construction set forth in Section II.A.1 1-3 above, and shall provide:

1. Square footage calculations and lot coverage of the proposed addition.
2. A roof plan of the existing structure with proposed additions clearly marked.
3. A floor plan of the existing structure with the proposed additions clearly marked.
4. Photographs of all elevations of the existing buildings.

The Committee reserves the right to require modifications to plans for a submitted project until the final form of the plans are approved. After the Committee requests that final working drawings be submitted for approval, the Committee retains the right to require modifications to architectural designs. The Committee will not require modifications to working drawings that materially change the massing of the project.

C. OTHER CONSTRUCTION (Not a new residence or addition) (*Updated 2-17-2011*)

Any Applicant contemplating the construction, enlargement, alteration, or removal of a building, or other structure other than a new residence or a residence addition or

the grading of property under the jurisdiction of the Association must submit to the Architectural Committee:

1. The footprint of the proposed structures on a Site Plan.
2. Appropriate Preliminary Drawings (See Section II.A.2) which will allow the Architectural Committee to evaluate the impact of the project on the property.
3. Any additional information required for a particular structure or project as set forth in Section IV.A-Z.

The Committee reserves the right to require modifications to plans for a submitted project until the final form of the plans are approved. After the Committee requests that final working drawings be submitted for approval, the Committee retains the right to require modifications to architectural designs. The Committee will not require modifications to working drawings that materially change the massing of the project.

D. LANDSCAPE

1. The submission of landscape plans is required for all new residences, residences being remodeled over 30% or if 50% or more of the existing landscaping is being removed.
2. Landscape plans must be submitted for review before the final inspection of the new residence or residence remodel takes place and must include the following:
 - a. Site plan with:
 - i. Property and easement lines clearly marked.
 - ii. Topography lines.
 - iii. Existing plantings, material, and structures clearly marked.
 - iv. A plant list with a key.
 - v. Plant scale and quantity.
 - vi. North point.
 - b. Drainage plan, if applicable.
 - c. Irrigation plan.
 - d. Lighting/Electrical plan.
 - e. A sample, photo, or brochure for all new light fixtures. (See Section IV.L “Exterior Lighting”)

III. PROCEDURE FOR SUBMITTING PLANS FOR REVIEW BY THE ARCHITECTURAL COMMITTEE

A. FILING PLANS

1. The Applicant should submit an application form and submit payment for application fee.
2. All building plans submitted to the Architectural Committee shall be prepared by a California Licensed Architect.
3. One copy of the Preliminary Plans for new residences, residence additions, and other construction shall be submitted to the Architectural Committee prior to the submission of final working drawings. If a project requires approval by the City of Rolling Hills, such approval should be obtained prior to starting the RHCA's review process and the plans must be stamped by the City of Rolling Hills for Plan Check Only. Final working drawings shall be accepted for review only after Preliminary Plans have been approved.
4. All plans shall be submitted in the form of black line prints, blue line prints, or original photocopy prints (not reduced). Plans must be legible with materials plainly marked.
5. When requested by the Architectural Committee, one copy of final working drawings should be submitted for review by the Architectural Committee. (See Section II.A.3 to see what is required when submitting final working drawings.)
6. All plans shall be filed in the office of the Association at 1 Portuguese Bend Road, Rolling Hills, California, during regular business hours. The Architectural Committee meets on the 1st and 3rd Tuesday of each month. Plans must be filed in the office of the Association by 12:00 noon of the Thursday prior to the next regular Architectural Committee meeting in order to be placed on the agenda.
7. If the Applicant requires further information or clarification, a personal appearance may be requested by the Applicant or the Committee and must be scheduled in advance. It is recommended that the Association Member be accompanied by a professional consultant such as an Architect. Appearances before the Architectural Committee are by appointment only.
8. Once final working drawings are approved, you are required to bring five sets of plans to the Association office to be stamped "approved" and then your permit and inspection card will be issued. (See Section III.B, "Issuance of Permits")

B. ISSUANCE OF PERMITS

1. Building permits will be issued by the Association only after approval of the final working drawings and plans have been stamped "approved" by Association staff.
2. After the approval of the final working drawings, five sets of approved plans must be filed.

- a. One set of approved plans shall be retained in the Association files and may be released only to RHCA authorized blueprint companies for duplication and must be returned to Association files.
- b. One set of approved plans is to be provided for the use of the Association's Building Inspector.
- c. One set of approved plans is to be provided to the City.
- d. Two sets of the approved plans are to be provided to the County Department of Building and Safety.
- e. Additional copies may be stamped if extra plans are submitted.

C. TIME PROVISIONS

- 1. Preliminary plans, when required to be corrected or redrawn, shall be resubmitted by the owner or builder to the Architectural Committee within 180 days. Should the owner or builder fail to resubmit corrected plans within the 180-day period, then new Preliminary Plans shall be resubmitted, and an additional plan check fee may be required by the Architectural Committee.
- 2. Final Plans of new residences/additions and other structures shall be submitted to the Architectural Committee within one year after approval by the Architectural Committee of the Preliminary Plans. Extensions may be granted upon the request of the applicant at the discretion of the Architectural Committee.
- 3. Abandonment, Expiration of Permits, Renewal of Permits
 - a. Each building permit issued by the Association under these Building Regulations shall expire by limitation and become null and void within the time required by the permit, at which time the project shall be deemed to have become abandoned. (See Section VI, Definition of Abandonment). Exceptions may be granted if plans are held at the County level for permits. Abandonment of a construction project shall result in the revocation of permits and pursuit by the Association of applicable legal remedies.
 - b. After the work has commenced, should the building or improvement authorized by such permit be suspended or abandoned for a period of more than 60 days, then such permit shall be null and void. Before the work can be resumed, final working drawings must be resubmitted to the Architectural Committee for approval. A new permit shall be obtained, the fee for which shall be one-half the amount specified in these Regulations, provided the time has not exceeded one year.
 - c. If work has not commenced before the date that the building permit has become void, a request for an extension maybe submitted to the Association office. A fee of \$150 will be charged for each six (6) month extension.

D. INSPECTION

- 1. An RHCA inspection card will be issued at the time the permit fee is paid.

2. All construction or work for which a permit is required shall be subject to inspection by and at the discretion of the RHCA. Inspections may also be requested by the Applicant. No work shall be done on any part of the building or structure beyond the point indicated in each successive inspection without first obtaining the written approval of the Association. Such written approval shall be given only after an inspection shall have been made of each successive step on the construction as indicated by each of the inspections. A survey of the lot may be required to verify the compliance of the construction with the approved plans.
3. The Association, upon notification from the permit holder or his agent, will make the following inspections and will either approve that portion of the construction as completed or will notify the permit holder or his agent why it has failed to comply with these Regulations or the approved plans:
 - a. Staking Inspection- Using the approved site plan and stakes placed by a licensed engineer or surveyor, the Inspector determines the location of the new construction is in the correct location.
 - b. Caisson and/or Foundations Inspection- Using the approved site plan and structural documents, the Inspector determines that the caissons and/or foundation location is consistent with the approved plan prior to the concrete being poured.
 - c. Framing Inspection- Using the approved elevations and structural documents, the Inspector determines that window and door openings, plate and ridge heights, roof layout and general framing of the building are consistent with the approved plans. If necessary, the RHCA may request an engineer's verification of the ridge height.
 - d. Preliminary Inspection- Using the approved elevations and door and window schedule, the Inspector determines that the window and door openings, skylights, and roofing materials, hardware, and finishes are consistent with the approved plans.
 - e. Final Inspection- After the above inspections have been approved, the Inspector will approve final inspection when all construction is completed and new construction is in compliance with RHCA building regulations and approved plans and ready for occupancy.
4. All construction shall have the applicable inspections set forth in subparagraph a) through e) above.
5. There shall be available for inspection on the job site at all times during construction a set of plans which shall have affixed the stamp of the Association.
6. The yellow inspection card issued with the permit shall be posted in a prominent, accessible area of the building site. It shall be readily available to the Association Inspector.

E. PENALTIES

1. The failure of an owner or builder to secure an Association permit or pay the building fees herein set forth prior to the construction of any improvement

will result in a 300% penalty being added to the original fee herein specified of not greater than \$10,000.00.

2. If a building, fence, or structure has been constructed or altered in violation of the plans approved by the Rolling Hills Community Association or without approval of the Rolling Hills Community Association, any building permit shall be conditioned upon correction of the violation. No final approval will be issued until all non-conforming conditions are corrected.
3. The Association has the right to impose liens on properties on which violations of regulations exists that the owner does not correct in a timely manner.
4. Appeals of the decisions of the Architectural Committee to the Board of Directors of the Association may be made in accordance with Resolution No. 136 as amended April 3, 2008. (See Appendix H, Resolution No. 136, "Appeals Procedure").

F. CONSTRUCTION

1. All work shall proceed with diligence, so as to minimize disruption to neighbors.
2. It shall be the obligation of the owner or his agent to provide portable chemical toilets placed inconspicuously on location and out of RHCA easements for all workmen.
3. During construction, the premises shall be kept free from scraps, rubbish, weeds, paper, or other debris. Mitigation of dust is required so as to minimize disruption and discomfort to neighbors.
4. There shall be no burning on the premises.
5. The posting or erecting of commercial advertising signs of any kind is prohibited.
6. Before new construction commences, a California licensed engineer and/or surveyor is required to clearly mark property lines, easement lines, and trails with the use of stakes or offset stakes. Said stakes must remain in place until construction is completed and final inspection approved.

IV. PLAN SUBMISSION AND BUILDING DESIGN AND CONSTRUCTION REQUIREMENTS

A. NEW RESIDENCES AND ADDITIONS (*Updated 7-5-2012, 3-2-2017, 7-6,2017*)

1. Plan Submission Requirements:

- a. Any Applicant wishing to build or substantially alter a residence must comply with Section II.A. & B. & D. of these Regulations.

2. Building Design and Construction Requirements:

- a. New residences and additions to existing residences shall conform as closely as possible to the concept of the traditional or contemporary Rolling Hills California ranch-style house located in Rolling Hills with the exception of the homes covered by items b and c. Such houses:

- i. Are single story dwellings, low in profile, white in color with white or earth tone trim; not to exceed 25 feet in height.
- ii. Are rambling in character with individual elements or wings generally rectangular.
- iii. Conform to the natural grade and closely relate to terraces and gardens

iv. Door and windows:

- a. Are consistent with the proposed aesthetic of the residence (traditional or contemporary).
- b. Are consistent throughout the residence in proportion and general design. (ex: divided-lite, single-lite, casement, double hung, etc.)
- c. Are grouped to form rectangular, horizontal architecture elements in contemporary designs.
- v. While stucco or stone elements are acceptable, a residence may not be all stucco and/or stone.
- vi. Have low pitched roofs with shake-like appearance with wide overhangs and be consistent with the proposed aesthetic of the residence.

- b. Rolling Hills Early California Ranch homes are acceptable with the exception of the homes on Williamsburg Lane. Early California Ranch designs are simple utilitarian structures that appear to be constructed of adobe. They must:

- i. Be single story dwellings, low in profile, approved white with white or earth tone trim.
- ii. Have minimum roof pitch of 3:12, maximum 4:12.
- iii. Appear to be constructed of adobe, having thick walls. Walls must be constructed of minimum 2x6 studs.
- iv. Have some covered porch area.
- v. Doors and windows must:
 - a. Have divided-lites with large panes of vertical to square proportion,

- b. Have wood lintels over moderate sized openings. Trim detailing around doors and windows is limited to lintel and/or sill. No other trim is allowable.
 - c. Be set deep into walls. Doors and windows must have minimum clearance of 3.5" from the face of the frame to exterior finish. A larger clearance may be required for significant openings.
 - d. Curved openings and large arrays of doors and windows are not permitted.
- vi. Have two-piece mission tile roofing that meets the following requirements:
 - a. Pan and cover tiles must be brown in color. Red or orange tones are strictly prohibited.
 - b. Exposure of cover tiles must vary from 7" to 11".
 - c. Cover tiles must be set in mortar. Do not strike joints
 - d. Mortar must be natural in color.
 - e. Serpentine layup not permitted.
 - f. Rake tile overhang should be minimal.
- vii. Have a moderate to large rake overhang (16" minimum) and eave overhang (24" minimum) with exposed rafter tails. (If gutters are installed they must be half round)
- viii. Have simple or minimal detailing; for example:
 - a. Chimney caps match stone or stucco chimney so there appears to be no cap at all. Tile, prefabricated or detailed caps are not allowed.
 - b. Gable vent tiles are prohibited.
 - c. Plaster grill detailing over windows is not permitted. Stone detailing over windows may be allowable on a case by case basis.
 - d. Minimal detail on wrought iron railings.
- c. There shall be no Williamsburg or Colonial style homes, except on Williamsburg Lane. Additions to existing residences on Williamsburg Lane must conform to designs on that street. Such houses:
 - i. Are Colonial dwellings, white in color with clapboard siding, have white, earth tone, or Association approved trim.
 - ii. Are generally symmetrical in design with evenly balanced windows around a single front door.
 - iii. Have steeply pitched roofs with narrow rake overhangs and boxed in eaves.
 - iv. Have true divided lite windows.
- c. Design must be of a type or kind as will, in the opinion of the Architectural Committee, be appropriate to its site, harmonize with the surrounding environment, and maintain the quality of the neighborhood.
- d. The design must be viewed as reasonably good of its kind.

- e. Any improvement, whether proposed to be temporary, portable, or permanent, shall meet the standards set forth for permanent structures.
- f. Plans for new residences shall provide a minimum living space of 1300 square feet of floor space, exclusive of garages, porches, and terraces.
- g. Each residence shall have a fully enclosed garage with a minimum capacity for two cars. Garages may not exceed 25% of the footprint of the living area and must be proportionate to the residence. Porte cocheres do not fulfill the two car requirement. Carports are not permitted. Guest houses require additional garage space in the above-referenced garage, attached to the main dwelling. Residences over 4500 square feet, excluding basement area, are required to have a fully enclosed garage with a minimum capacity for three cars.
- h. The construction or erection of an accessory building, swimming pool, or tennis court may not precede construction of the residential building.
- i. Building designs which create a two-story appearance are not allowed.
- j. Basement walls, foundations, or retaining walls must be of a height and design which harmonizes with the proposed residence or addition.
- k. There shall be no habitable space under any accessory building.
- l. The maximum height permitted from finished floor level of residence to finished grade is 5'. The difference between the finished grade and finished floor level across one elevation should average no more than 2-1/2' with maximum difference of 5'.
- m. To help maintain the low rambling nature of ranch architecture, plate heights are limited and strictly enforced. While the recommended plate height for a residence is 8'6", taller plates are allowed on a case by case basis if harmonious with the design and massing of the overall residence.
 - i. Plate heights are measured from the finished floor level to the top of the wall. If a porch is present, the plate height is measured from the finish floor to the top of the beam. (See Appendix L "Illustrations of Plate Height")
 - ii. The following percentages are the allowable limits for plate heights above 8'6": (Percentages of plate height are calculated by the linear footage of the perimeter.)
 - 1) Minimum of 50% of the residence must have plate heights of 8'6" or lower,
 - 2) Up to 30% of the residence may have a plate height up to 9'6, **
 - 3) Only 20% of the residence may have a plate height up to 10'6. **

- ** Maximum plate heights may be limited and are considered on a case by case basis to assure the massing of the overall residence is good of its kind.
 - iii. RHCA approvals shall be on a case by case basis and one or more of the above may be modified by the Architectural Committee with the intent of promoting reasonably good of its kind.
- n. All residences must have an enclosed service yard, not less than 8' x 12', or an approved shape, not less than 96 square feet, which shall be enclosed by a fence or wall at least 6' high. Such yards are to be inconspicuous to neighbors and streets and located so as to be convenient for trash storage and collection.

B. ACCESSORY BUILDINGS: including guest houses, cabanas, servants' quarters, ADU's and all other detached buildings that are not stables

1. Plan Submission Requirements:
 - a. Any Applicant wishing to build or substantially alter an accessory building as defined by these Building regulations (See Section VI, Definition of "Accessory Buildings"), must comply with Section II.A.1-3 in these regulations for each accessory building.
 - b. An Applicant for the construction of a guest house or servants quarters must include on the Site Plan the provisions for parking which will be provided for such house or quarters.
2. Design and Construction Requirements:
 - a. The maximum size of any detached accessory building is 800 square feet.
 - b. Accessory buildings, servants' quarters, guest houses, cabanas, and other detached buildings are to be consistent architecturally with the style of the main residence and meet all of the other design requirements set forth herein.
 - c. In addition to the required two-car garage, every guest house or servants' quarters shall have a garage that shall be part of the main residence garage area. Parking facilities shall not be attached to or in the vicinity of the guest house or servants' quarters.
 - d. There shall be no parking or walking access from the road easement to the guest house of servants' quarters.
 - e. There shall not be a private driveway to the guest house.
 - f. There shall be no habitable space under any accessory building.

C. ACCESSORY DWELLING UNITS (ADUs): (Updated 4-18-2024)

- 1.1 "Accessory Dwelling Units" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a Lot with a proposed or existing primary residence.

- 1.2 Required Provisions. Proposed ADUs must include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is or will be situated.
- 1.3 Building Plans. ADUs must meet the plan submission and building design and construction requirements contained in Section IV.
- 1.4 Size. ADUs are limited to no more than 800 square feet and a height of not more than 16 feet for a detached ADU on a Lot with an existing or proposed single-family dwelling unit.
- 1.5 Sewage. A local health officer must approve the ADU construction if a private sewage disposal system is being used.
- 1.6 Selling an ADU. Beginning January 1, 2024, local agencies are authorized to adopt a local ordinance allowing the separate conveyance of the primary dwelling unit and accessory dwelling unit or units as condominiums. (Govt. Code § 65852.2.) An ADU can be restructured if the owner of the primary residence converts his/her residence and the ADU into condominiums with shared ownership of the lot between the owner of the residence and future owners of the ADU/condominium. To convert the primary residence and the ADU into condominiums, the following requirements must be met:
 - a. Subdivision Map Act. The condominiums shall be created in conformance with all applicable objective requirements of the Subdivision Map Act (Division 2 commencing with Section 66410) and all objective requirements of a local subdivision ordinance. Before recordation of the condominium plan, a safety inspection of the accessory dwelling unit shall be conducted as evidenced either through a certificate of occupancy from the local agency or a housing quality standards report from a building inspector certified by the United States Department of Housing and Urban Development.
 - b. Lienholder Approval. Neither a subdivision map nor a condominium plan shall be recorded with the county recorder in the county where the real property is located without each lienholder's consent. Prior to recordation of the initial or any subsequent modifications to the condominium plan, written evidence of the lienholder's consent shall be provided to the county recorder along with a signed statement from each lienholder.
 - c. Utilities. If an accessory dwelling unit is established as a condominium, the local government shall require the

homeowner to notify providers of utilities, including water, sewer, gas, and electricity, of the condominium creation and separate conveyance.

- d. Association Approval. ADUs shall not be sold or conveyed separately from the primary residence unless the City has adopted an ordinance, pursuant to Government Code §65852.2 that allows the Lot owner to create a condominium project for such separate sale or conveyance. In addition to any requirements imposed by the City, Members shall not convert their ADUs into condominiums without the Association's approval. For purposes of this section, approval means approval by the Board of Directors plus the approval of at least seventy percent (70%) of the Association's members. The owner of the Lot seeking approval shall reimburse the Association for all costs incurred in holding a membership vote to authorize the condo conversion.

D. ANTENNAS

1. Plan Submission Requirements:
 - a. Any Applicant wishing install Radio, TV antennas must comply with Section II.C.1 of these Regulations.
 - b. The applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A roof plan or site plan with the size and location of the antenna indicated.
 - ii. A sample, photo, or brochure of the antenna.
2. Design and Construction Requirements:
 - a. Radio and television antennas shall not exceed chimney height.

E. BASEMENTS

1. Plan Submission Requirements:
 - a. Any Applicant wishing to build or substantially alter a basement exterior must comply with Section II.A.1-3 in these Regulations.
2. Design and Construction Requirements:
 - a. The purpose of this section is to provide guidelines for basement and light well designs and preserve the appearance of the single story ranch house.
 - b. Basements shall not exceed the footprint of the main residence and attached garage.
 - c. There shall be no habitable space under any accessory building.
 - d. Doors and windows in basements shall not exceed the minimum required to satisfy California Building Code requirements for natural

lighting for habitable spaces and shall be concealed below grade from public view by placement of light wells.

- e. Maximum width of light wells shall be eight feet.
- f. Maximum length of light wells shall be the minimum required to accommodate required doors and / or windows.
- g. Several smaller light wells are preferred to one large light well.
- h. Because building corners are important in maintaining a one-story appearance; light wells shall not extend to 'outside' corners of buildings. For longer building walls an offset of about five feet is required.
- i. In order to minimize the length of light wells, maximum height of glazing at basements is generally required to be door height.
- j. Where topography dictates, 'same level' egress from basement light wells may be approved on a limited basis. Egress should be through a complying light well and such light wells may not extend along the entire side of a building.
- k. Open guardrails around light wells are prohibited. Guardrails shall be solid wall extensions of the light well retaining walls and shall meet all code requirements. Materials shall be compatible with the residence.
- l. Preliminary design applications to the Architectural Committee shall include cross sections through light wells indicating the level of all adjacent grades, top of windows, doors and top of wall.
- m. Applicants shall provide onsite staking of light wells for City and RHCA reviews in conjunction with City required staking and silhouetting. Perimeter of light wells shall be indicated in a color which is different from that used to indicate residence walls.
- n. The design requirements of light wells and approvals may be affected by their location on properties and visibility from neighboring properties and public spaces.
- o. RHCA approvals shall be on a case by case basis and one or more of the above may be modified by the Architectural Committee with the intent of promoting reasonably good of its kind design under the circumstances in question. (See APPENDIX M "Basement Illustrations")

F. CHILDREN'S PLAYHOUSE

1. Plan Submission Requirements:

- a. Any Applicant wishing to build or substantially alter a child's playhouse must comply with Section II.C. of these Regulations.
- b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with the footprint of the playhouse indicated.
 - ii. Elevations of all sides of the proposed playhouse.
 - iii. Roof plan.

- iv. Product brochures or photos of proposed play house, if applicable.
- 2. Design and Construction Requirements:
 - a. Playhouse shall be portable with no permanent foundation attached.
 - b. Plate Heights shall be a maximum of six feet consisting of low ceiling construction.
 - c. Playhouse room size shall be less than 120 square feet maximum. Smaller sizes are encouraged.
 - d. Playhouses may not be habitable space.
 - e. Playhouses shall not have skylights.
 - f. Playhouses shall have generous use of windows and doors.
 - g. Playhouses shall be true white in color to match existing residence on the property.
 - h. Playhouses need to be located outside of RHCA easements.
 - i. Each application is reviewed and evaluated on a case-by-case basis.

G. CHIMNEYS

- 1. Plan Submission Requirements:
 - a. Any Applicant wishing to build or substantially alter a chimney must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. Elevations with size and location of chimneys indicated.
 - ii. A roof plan with size and location of chimney indicated.
 - iii. A sample, photo, or brochure of materials (i.e. stone, brick) to be used with desired color indicated.
- 2. Design and Construction Requirements:
 - a. The external appearance of the chimneys should be harmonious with the architectural design of the house and not extend more than 4 feet above the uppermost adjacent roof surface.
 - b. Chimneys shall be consistent with L.A. County Code.
 - c. Chimney shrouds and other chimney accessories must be approved by the Committee.

H. DECKS AND RAILINGS

- 1. Plan Submission Requirements:
 - a. Any Applicant wishing to install or alter a deck must comply with Section II.C. of these regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with size and location of proposed deck indicated.
 - ii. A sample, photo, or brochure with indications of the design of railings, colors, and materials to be used for both the decking and railing.

2. Design and Construction Requirements:

- a. Decks which are more than 2' above the grade must be closed from their undersurface to grade. Decks shall not project more than one foot beyond understructure.
- b. Decks shall not be more than 5' above grade, averaging no more than 2'6" above grade, and may not be of excessive size in relation to the house.
- c. Railings as required by Los Angeles County Building and Safety shall be provided.

I. DOORS: Including garage doors (*Updated 7-5-2012*)

1. Plan Submission Requirements:

- a. Any Applicant wishing to install or substantially alter an exterior door on any building or structure must comply with Section II.C. of these Regulations.
- b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. Elevations showing the location, style, and height of proposed door.
 - ii. A sample, photo, brochure, or drawing of proposed door with indication of material, color, and hardware.
 - iii. Front doors and garage doors must match architectural drawings exactly. If a different design is desired it must be drawn on final elevation and submitted for approval by the Committee.

2. Design and Construction Requirements:

- a. Exterior doors, including garage doors, shall be harmonious with the design of the building to which they are attached.
- b. Colored or stained glass is prohibited.
- c. Glass or carvings should have rectilinear design.
- d. Ornate, intricate, and curved designs are discouraged.
- e. Glass on garage doors shall be limited to only the upper panel of the door. If glass is proposed on the door, it shall be consistent with the windows on the residence (i.e. if residence has divided-lite windows the garage door windows should have divided-lites to match). Sunburst panels on garage door windows are not acceptable.
- f. Exterior doors and garages doors are to be approved on a case by case basis by the Architectural Committee.

J. DRIVEWAYS (*Updated 10-18-2012*)

1. Plan Submission Requirements:

- a. Any Applicant wishing to relocate or make any material change in a driveway must comply with Section II.C. of these Regulations.
- b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:

- i. A Site plan with the location of the driveway indicated and a description of the area and technique to be used for roughing the appropriate section of the driveway.
 - ii. A Sample, photo, or brochure of construction materials to be used.
- 2. Design and Construction Requirements:
 - a. All driveways leading from any residence shall as nearly as practical connect with and intersect at right angles the road system. Two driveway entrances are discouraged and are to be submitted to the City of Rolling Hills Planning Department for consideration.
 - b. All double access driveways shall be reviewed by the Architectural Committee as to aesthetics only. Matters relating to Traffic Safety are referred to the City of Rolling Hills.
 - c. Driveways and pavement across easements shall have a rough surface which will provide traction for horses. The following are acceptable materials and surfaces for driveways in roadside easement:
 - i. DG (Decomposed Granite).
 - ii. Brick.
 - iii. Concrete with the surface very heavily broomed in a circular pattern.
 - iv. Scored concrete, stone or asphalt with 1/8" to 1/4" deep groove at 1/2' on center perpendicular to the slope of driveway. If asphalt is resealed, omit scored area or re-score.
 - v. Asphalt with thorough sprinkle of course silica sand on wet seal coat.
 - vi. Small system pavers.
 - d. Driveways in side or rear easements are not allowed without a license agreement approved by RHCA Board of Directors.

K. ENTRY GATES (*Updated 2-17-2011, 7-5-2012*)

- 1. Plan Submission Requirements:
 - a. Any Applicant wishing to install or significantly alter entry gateways must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with location of the entry gate indicated.
 - ii. Photo or brochure of the proposed gate with materials and colors indicated.
 - iii. A Sample, photo or brochure of material (stone, etc.) to be used.
- 2. Design and Construction Requirements:
 - a. Entry gate designs must be reviewed and approved by the Architectural Committee.
 - b. Entry gates shall not exceed 54" in height.

- c. The ideal entry gate is one that has the appearance of a three-rail fence with three cross-members and a diagonal brace.
- d. Wrought iron gates may be approved if they meet the following requirements:
 - i. Shall be architecturally compatible with the design of the residence,
 - ii. Shall be black or other dark color approved by the Committee,
 - iii. Shall not have any spikes,
 - iv. Shall have a maximum of two collars per vertical bar, one collar located at the top of the bar and one located at the bottom,
 - v. Shall have no additional embellishments.
- e. Wooden or three-rail entry gates must be white in color.
- f. Curvilinear designs discouraged.
- g. Solid gates are discouraged.
- h. Hinged gates in which the bottom of the gate exceeds 18" from grade or finish surface when open are discouraged and may not be approved.
- i. Entry gates located in the RHCA easements require a license agreement approved by the Board of Directors.

L. ENTRY POSTS AND PILASTERS

- 1. Plan Submission Requirements:
 - a. Any Applicant wishing to install or significantly alter entry posts or pilasters must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with the location of the entry posts or pilasters indicated.
 - ii. Elevations showing the height and location of posts and fixtures.
 - iii. A sample, photo or brochure of the construction material (stone, etc.) to be used.
 - iv. A sample, photo, or brochure of proposed light fixtures with desired color indicated.
- 2. Design and Construction Requirements:
 - a. Entry posts with light fixture mounted on the face or side of posts shall be a maximum of 54" high.
 - b. Entry posts with light fixture mounted on top of the posts shall be a maximum 48" high. Post and light combined shall not exceed 60" in height.
 - c. Light fixture design must be approved by the Architectural Committee and must comply with City Ordinance No. 309.
 - d. Stone work to be laid in strata or roughly coursed. (See Appendix N "Illustrations of Stone")
 - e. All pilasters and/or posts located in the RHCA easements require a license agreement approved by the Board of Directors.

M. EXTERIOR LIGHTING: including landscape/garden lighting, free standing light posts as well as exterior lighting for a residence or accessory structures.

1. Plan Submission Requirements

- a. Any Applicant wishing to install or significantly alter any exterior lighting must comply with Section II.C of these Regulations.
- b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. Elevations or a site plan with the locations of all lighting fixtures or uprights supporting fixtures.
 - ii. A sample, photo, or brochure of the light fixtures indicating the following:
 - 4) The desired color of the fixture.
 - 5) The type of light bulb or tube.
 - 6) The total wattage expended.
 - 7) The aesthetic design of the lighting fixtures.
 - 8) The area affected by the operation of said lights or system of lights.

2. Design and Construction Requirements

- a. All exterior lighting must be approved by the Architectural Committee and should be in harmony with and not encroach upon the privacy and sensitivity of other property owners.
- b. Lighting shall be only that necessary to provide adequate visibility and shall meet the following requirements:
 - i. All exterior lighting including security lighting must comply with the City's Lighting Ordinance.
 - ii. All garden lights must be designed or equipped with umbrella type shades to cast light downward. Maximum height permitted for garden lights from grade to top of light fixture is 18".
 - iii. Up-lighting is prohibited.
 - iv. Garden lights are to be spaced no closer than 20 feet on alternating sides.
 - v. Exterior lights on all structures, except those at the front entryway of the main residence and one entertaining area to be determined by the Architectural Committee, shall be limited to those required for the functional use of the household and the bulb of the fixture must be obscured so that the light is cast no higher than 20 degrees from horizontal as to not intrude upon the privacy of other properties. (See Appendix O "Illustration of Down Cast Light Fixture")

- vi. If reactivation of existing unused fixtures installed on homes and exteriors is desired, the design, wattage, and location of lighting must be submitted to the Architectural Committee for review.
- vii. The lighting of private outdoor tennis courts is prohibited.

N. FENCES AND ENCLOSURES: including perimeter three-rail fencing, interior lot fencing (i.e. animal enclosures, sports court fencing, pool fencing, etc.) as well as service yard fencing (*Updated 7-5-2012, 2-16-2023*)

1. Plan Submission Requirements:

- a. Any Applicant wishing to erect or substantially alter a fence or enclosure must comply with Section II.C. of these Regulations.
- b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with the location of the fence or enclosure indicated.
 - ii. A schematic drawing including the following:
 - 1) The height and spacing of the vertical posts.
 - 2) The material to be used for setting posts.
 - 3) The type and placement of brackets and caps.
 - iii. A photo, sample, or brochure of the materials to be used for fencing, excluding three-rail fencing, with the desired color indicated.

2. Design and Construction Requirements:

- a. Three-Rail Fencing
 - i. Three-rail fencing is the only fencing allowed adjacent to all easements. It shall comply with the following: vertical posts protruding 54" above ground and spaced not more than 10' center to center, and attached thereto 2" x 6" boards running horizontally, starting 3" down from the top and spaced vertically 15" center to center, and painted white. Posts shall be set in concrete.
 - ii. Fences may not be placed on a property line or in an RHCA easement without express permission of the RHCA Board of Directors.
 - iii. Wire fencing may be attached to the inner side of said fences.
 - iv. Three-rail P.V.C or vinyl fencing is permitted, providing it complies with the following requirements:
 - 1) If bracketed fencing is used, brackets should be placed on side of posts away from the street. If used for a corral, brackets should be placed on interior side of corral.
 - 2) Caps should be flat.
 - 3) Posts should be placed at 8' intervals in concrete.
 - 4) Height of fence posts to be 54".

- 5) A fence sample is submitted to the Architectural Committee for prior approval.
- v. Electrical fences are prohibited, except as part of approved fencing.
- b. Interior Lot Fencing
 - i. Stallion fence: Shall be used in place of three-rail fencing for the safe keeping of stallions and shall be located a minimum of ten feet from any road, driveway or trail and not in any easement. Stallion fencing shall have six wood stringers, the dimension of which shall be no less than 2" x 6" securely bolted to 5" x 6" or 4" x 6" posts set at least 3' in the ground and spaced no more than 8' apart. Stringers shall be mounted inside of posts. One of the stringers shall be 16" above the surface of the ground and the remaining stringers shall be placed at 16" intervals above the bottom stringer. The top stringer shall be no less than 8' above the surface of the ground on that portion of the enclosure which is adjacent to or adjoining such road, driveway or bridal trail.
 - ii. Chain Link Fences: Chain link fences or pipe fences for rear areas and corral are permissible with the approval of the Architectural Committee prior to installation.
 - iii. Fences shall not be erected on, constructed in, or enclose any easement.
 - iv. To accommodate pool fencing requirements, a modified three-rail fence may be allowable in place of a standard three-rail fence if it meets the following criteria: Each submittal is considered on a case-by-case basis.
 - a. Comply with all applicable Building & Safety codes.
 - b. Comply with standard three-rail fencing dimension (see section IV.M.2.a) with the exception that the top rail of the fence may not exceed 60" above grade.
 - c. Shall not be located in an evident area of the property (adjacent to roadway easement, front yard, etc). Exceptions may be considered if the pool is located in the front of the property.
 - d. Wire mesh is allowable on the interior of the fence. If used for pool fencing, the following is acceptable: Wood Fencing: Wire mesh must be located in between post and rails, with rails being on the interior of the fence. Vinyl: Wire mesh may be located on exterior of fence. Wire mesh shall be galvanized.
 - e. May not be located in any RHCA easement.
 - v. Fences enclosing pools or tennis courts may be of chain link or other material with the approval of the Architectural Committee. (See Section IV.V. for more information on tennis court and sports court fencing requirements.)

- vi. Barbed wire fences are prohibited.
- vii. Gates used with three-rail fences are to follow the same style as the approved fence. All other gates are to be approved by the Architectural Committee.
- viii. Alternative fencing such as dog runs and batting cages must be approved by the Architectural Committee on a case by case basis. The use of landscape screening is required for alternative interior fencing.
- c. Solid Fencing
 - i. Solid fencing for limited areas may be allowed on a case by case basis. Acceptable uses include:
 - 1) Trash yards (See Section IV.M.2.d)
 - 2) Screening of pool equipment,
 - 3) Privacy fencing.
 - ii. A clear hardship must be demonstrated for any solid fencing used for privacy purposes, (determined by a field trip to the site)
 - iii. Solid fencing may not exceed 6' in height,
 - iv. Solid fencing is not allowed along the front of a property,
 - v. Solid fencing must be in close proximity to the residence (excluding trash yards and pool equipment fencing),
 - vi. Varying designs and materials are acceptable but will be considered on a case by case basis.
- d. Service Yard Fencing
 - i. All residences must have an enclosed service yard, not less than 8' x 12', or an approved space not less than 96 square feet, which shall be enclosed by a fence or wall at least 6' high. Such yards are to be inconspicuous to neighbors and streets and located so as to be convenient for trash storage and collection.

O. MAIL BOXES (*Updated 02-07-13*)

- 1. Plan Submission Requirements:
 - a. Any applicant wishing to install or substantially alter a mail box that does not meet the design and construction requirements set forth below must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A schematic drawing or a sample, photo, or brochure of the desired mail box.
- 2. Design and Construction Requirements:
 - a. Mailboxes must be installed so as to not block any horse trail and posts should be within 18" of the edge of the pavement.
 - b. Conventional metal design as approved by U.S. Post Office as typically found in rural areas are preferred.

- c. Secure locking rectilinear mailboxes that do not exceed the following dimensions are also acceptable.
- d. Mail boxes shall not exceed 24" x 20" x 15" in size and shall be white in color.
- e. Mail box posts shall be 4" x 4", 4"x 6", or 6" x 6" posts painted approved white. (Wood, steel, or vinyl.)
- f. Designs other than the above referenced designs must be submitted to the Architectural Committee for approval.

P. PAINT, TRIM, AND ORNAMENTATION

1. Plan Submission Requirements:

- a. All residence and accessory buildings must be painted white with no tint.
- b. Any Applicant wishing to change the color of its trim or who has a question about a specific color please submit a sample to the Architectural Committee with a description of structures or trim to be painted as well as photos of the existing structure and paint trim color.

2. Design and Construction Requirements:

- a. Exterior walls of all residences and accessory buildings, including stables, are to be painted white with no tint.
- b. Trim color and location of trim shall be submitted to the Architectural Committee prior to painting for approval unless trim is white with no tint. Acceptable trim colors are white with no tint or earth tones - brown, tan. All other colors must be submitted on a case by case basis.
- c. Residence walls and chimneys of natural stone need not be painted.
- d. The finish and location of other outside walls, fences (with the exception of three-rail fences), or enclosures must be approved by the Architectural Committee.
- e. Wrought iron or other ornamentation must be approved by the Architectural Committee.
- f. All awnings must be approved by the Architectural Committee and shall be earth-tone in color. Metal or plastic awnings or coverings are prohibited.
- g. Garage and other exterior doors must harmonize in color, design, and materials with the architectural design of the structure and be consistent with these Building Regulations. (See Section IV.H "Doors")

Q. POOLS AND SPAS (*Updated December 15, 2011*)

1. Plan Submission Requirements:

- a. Any Applicant wishing to install or reconfigure a swimming pool or spa must comply with Section II.C.1 of these Regulations.

- b. In addition, the Applicant must submit a plan of the pool to the Architectural Committee which shall include:
 - i. Pool design on a boundary and topographical survey with a 1/16" equals 1' minimum scale, indicating the size and shape of the pool and relationship to other structures on the property.
 - ii. Show all adjacent retaining walls, steps, planters, and paved areas.
 - iii. Show finished pavement level for all decks.
 - iv. For flat yard area, provide spot elevations of adjacent finished grades.
 - v. Approved stone or brick material, spot elevations at tops of walls.
 - vi. Finished materials for pool deck and walls.
 - vii. A cross section of the pool, spillway and adjacent grade if infinity edge pool or spa is submitted.
 - viii. Location of pool equipment and details of how the equipment will be screened.
- 2. Design and Construction Requirements:
 - a. Retaining walls may be incorporated as part of the overall deck and decking provided such walls harmonize with the architectural environment and providing an acceptable landscape design is submitted for approval to the Architectural Committee.
 - b. Walls located away from the residence shall harmonize with the residence, or be constructed of approved stone or brick material.
 - c. Excluding infinity pools, all pools are required to have a minimum level area of 3 feet in width between the edge of the pool coping and any adjacent down slopes.
 - d. Pool equipment to be concealed from view of all neighboring properties.
 - e. Pool and equipment may not be located in easements or setback areas.
 - f. All types of windscreens for pools must be approved by the Architectural Committee.
 - g. Pool fencing as required by the County for safety does not require an Association permit or Architectural review.

R. ROOFS (*Updated 10-18-2012, 3-2-2017*)

- 1. Plan Submission Requirements:
 - a. Any Applicant wishing to re-roof any structure with a material that is not listed on the "Approved Roofing Materials" handout must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. Roof Plan (With the exception of material replacement)
 - ii. A sample, photo, or brochure of roofing material to be used with desired color indicated.

2. Design and Construction Requirements:

- a. Roofing materials for all structures must be Class A fire retardant materials that meet the County requirements as well and City standards.
- b. Roofing materials must be harmonious with the design of the building and of approved, earth-tone or wood-like colors. The following materials and designs are recommended:
 - i. Approved flat concrete, wood substitute, slate, or clay tiles to simulate wood shingles or shakes. No wood shingles, metal or other roofing materials that do not meet the Fire Department's requirements for roofing materials in the Very High Fire Hazard Severity Zone (VHFHSZ) are permitted except to repair existing roof coverings, if repair area does not exceeding 200 square feet. Roof materials shall be appropriate for the architectural character of the house.
 - ii. Two piece clay Mission tile is limited to early California ranch house design and must meet the following requirements:
 1. Pan and cover tiles must be brown in color. Red tones are strictly prohibited.
 2. Exposure of cover tiles must vary from 7" to 11".
 3. Cover tiles must be set in mortar. Do not strike joints
 4. Mortar must be brown or natural in color.
 5. Serpentine layup not permitted.
 6. Rake tile overhang should be minimal.
 - iii. All colors and materials that are not listed on the "Approved Roofing Materials" handout must be approved by the Architectural Committee on a case by case basis. (See Appendix G "Approved Roofing Materials")
 - iv. Rake tiles are not permitted.
- c. The roof pitch of a structure should be a minimum of 3:12 and a maximum of 4½:12. A 3:12 roof pitch is only acceptable for contemporary designs with hip roofs and a 4½:12 roof pitch is acceptable for traditional designs. As with all elements of the residence, the roof pitch is considered on a case by case basis to assure the massing of the overall residence is good of its kind.
- d. Flat, "M", and shed roofs are not permitted.
- e. A minimum of 4' and a maximum of 6' overhang is required over large expanses of glass. A larger overhang may be required, depending on the height and width of the glass area and its exposure to wind and sun.
- f. Beam ends may extend a maximum of 12" beyond roof.

S. SHEDS: Pre-Fabricated (Updated 8-3-2012)

1. Plan Submission Requirements:

- a. Any Applicant wishing to erect or substantially alter a pre-fabricated shed must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with the footprint of the shed indicated.
 - ii. A sample, photo, or brochure with indication of the following details:
 - 1) Roofing material and color
 - 2) Window details (See Section IV.Z. “Windows”)
 - 3) Door details (See Section IV.G. “Doors”)
2. Design and Construction Requirements:
- a. Sheds must meet the following criteria to be approved by the Architectural Committee:
 - i. Plate height not to exceed 8’
 - ii. Exterior must be white
 - iii. Must not be larger than 10’ x 12’
 - iv. Maximum out of grade is 8”
 - v. Minimum 3:12 roof pitch
 - vi. No shed roofs
 - vii. No metal roof
 - viii. Roof must be compatible in color and texture with residence
 - b. Tuff Shed “standard ranch” design is acceptable, roof color, windows and door details must be submitted for Committee approval.

T. SKYLIGHTS

1. Plan Submission Requirements:
 - a. Any Applicant wishing to add or substantially alter a skylight must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A roof plan with the location, size, and quantity of skylights proposed.
 - ii. A sample, photo, or brochure with indication of the following details:
 - 1) Material
 - 2) Color
 - 3) Height
2. Design and Construction Requirements:
 - a. Skylights shall be located so they are not offensive to neighbors.
 - b. Skylight placement and shape shall be balanced and harmonious with architectural design of the house. Location, color, size, and quantity will be evaluated on an individual basis by the Architectural Committee.
 - c. The skylight curb must be 4” maximum height, flat and parallel to the roof slope, and surrounded by a frame that matches the roof.

- d. Pyramid, bubble, or circular skylights are not permitted.
- e. Excessive expanses of skylights are discouraged.

U. SOLAR PANELS: including roof or ground mounted solar arrays. (Updated 2014)

1. Plan Submission Requirements:
 - a. Any Applicant wishing to install solar equipment must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan including the following details:
 - 1) Property and easement lines.
 - 2) Square footage of collectors used.
 - 3) Height of rack.
 - ii. A roof plan with the following details:
 - 1) Location of the solar system indicated.
 - 2) Indication of all vents.
 - 3) Cross section through collectors and roof assembly.
 - iii. A sample, photo, or brochure of proposed solar system with proposed color indicated.
 - iv. If requested, a landscape plan for screening panels. (See Section II.D, "Landscape")
2. Design and Construction Requirements:
 - a. It is encouraged that residents use non-rooftop solar systems.
 - b. Solar equipment shall be located no closer than 10 feet from the side or rear property line and may not encroach in any easement without a license agreement approved by the Board of Directors.
 - c. It is recommended that all solar panels be installed in a position hidden from view of surrounding properties and the roadway.
 - d. Solar equipment shall be screened and racks painted out a dark flat color.
 - e. Solar panels shall be grouped in a contiguous fashion to the greatest extent possible.
 - f. Plumbing vents shall be located as to not interrupt solar array.
 - g. It is recommended that solar panels not be located closer than three feet from the ridge line and eave of the roof.
 - h. The mounting system on the roof should be designed to minimize the distance between the mounted surface and the solar panels.
 - i. Solar modules must be black.

V. STABLES (*Updated 11-17-2011*)

1. Plan Submission Requirements:
 - a. Any Applicant wishing to build or substantially alter a stable must comply with Section II.A.1-3 in these Regulations.
2. Design and Construction Requirements:

- a. Stables must have the appearance of a functioning stable
- b. Stables must comply with materials, roof, paint, and trim requirements applicable to residences and other accessory buildings.
- c. Stables should be one story though haylofts may be permitted. The footprint of the hayloft shall not exceed the footprint of the first floor. Stables may have a hayloft with non-glazed openings in the attic.
- d. Haylofts may not have skylights.
- e. First story plate heights shall not exceed 9'0" and hayloft plate heights shall not exceed 7'0".
- f. Expansive glazed openings are not permitted. Limited removable glazed openings may be permitted in the tack room and hayloft with the inclusion of operable shutters. Glazed openings in agricultural areas are discouraged.
- g. Tack rooms may not exceed 800 sq. ft.
- h. Stall doors shall be a minimum 4' wide by 7½' high and have the appearance of a stable door. Overhead roll-up doors are prohibited.
- i. Stables larger than 800 square feet may not occupy more than 70% of the stable pad. Haylofts are to be included in square footage.
- j. Stables must have a contiguous corral that is not less than 550 square feet in size.
- k. Corrals & turnouts must be fenced with three-rail or stallion fencing. (See section IV.M. Fencing and Enclosures)
- l. Stable access may be partially paved. Such access must be wholly within the subject property and not in an easement.

W. TENNIS COURTS/SPORTS COURTS

1. Plan Submission Requirements:
 - a. Any Applicant wishing to build or alter a tennis court or sports court must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with indications of the following details:
 - 1) Size and location of tennis court or sports court
 - 2) Location and height of posts for fencing
 - ii. A sample, photo, or brochure of windscreen with desired color indicated.
2. Design and Construction Requirements:
 - a. All tennis court and other sport court fencing shall be either black or dark green vinyl coated chain link, and shall not extend more than ten (10) feet in height. Tennis court/sport court fencing may require landscaping.
 - b. All windscreens used on tennis courts must be approved by the Architectural Committee on a case by case basis.
 - c. No tennis or sport court shall be located on steep slopes, sides, or bottoms of canyons.

- d. All tennis courts and sports courts require a conditional use permit from the City.
- e. Tennis or other sport courts shall not be located in the front yard unless granted a variance by the City.
- f. Each tennis or sport court must have an area adequate in width on all sides for the maintenance and planting of landscaping.
- g. Neither the court nor the landscaping required above shall interfere with the view of the owners of property in close proximity to the proposed court.
- h. Retaining walls incorporated as a part of the overall plan of the court shall be of a height harmonious with the overall architecture of the home and shall comply with requirements in Section IV. Y, “Walls”.

X. TRELLIS

- 1. Plan Submission Requirements:
 - a. Any Applicant wishing to install, or substantially alter a trellis must comply with Section II.C. of these Regulations.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. Site plan with size and location of the trellis indicated
 - ii. Elevations with post and beam size indicated
 - iii. A sample, photo, or brochure of materials to be used with color indicated.
- 2. Design and Construction Requirements:
 - a. The size, scale, and design of the trellis must be compatible with the residence and must be approved by the Architectural Committee.
 - b. White or natural wood materials are acceptable. All other materials or finishes must be approved by the Architectural Committee.
 - c. If any section of the trellis is located in the easement, a license agreement approved by the Board of Directors is required.

Y. UTILITIES

- 1. All utility services for new residences or structures, remodels, or additions to existing residences or structures shall be underground.
- 2. When undergrounding of utilities is not possible, an applicant for a permit must present a proposal explaining why such undergrounding is not possible and setting forth a plan for obscuring such utilities and mitigating their impact on the property.
- 3. Only one meter per property per utility is permitted. Separate meters on accessory buildings are prohibited.

Z. WALLS: Including retaining walls and garden walls

- 1. Plan Submission Requirements:

- a. Any Applicant wishing to build or alter a retaining wall must comply with Section II.C. of these Regulations.
- b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. A site plan with topography lines indicated showing the location, size and height of the proposed walls.
 - ii. A sample, photo, or brochure of materials to be used with desired color indicated.
- 2. Design and Construction Requirements:
 - a. With the exception of basement light wells, retaining walls which extend above finished grade are discouraged.
 - b. Maximum height from finished grade to top of wall shall be harmonious with the architecture of the house. Maximum wall height to be 5' averaging no more than 2-1/2'.
 - c. Stucco and river rock finishes are generally discouraged for free standing garden walls.
 - d. If any section of the proposed retaining wall or garden wall is located in an easement, a license agreement must be approved by the Board of Directors prior to submitting to the Architectural Committee.

AA. WATER FEATURES (Updated 3-7-2017)

- 3. Plan Submission Requirements:
 - c. Any Applicant wishing to install or reconfigure a water feature must comply with Section II.C.1 of these Regulations.
 - c. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - iii. A topographic survey with the footprint of the water feature indicated.
 - iv. A dimensioned cross-section of the feature with all adjacent grades.
 - v. Elevations.
- 4. Design and Construction Requirements:
 - h. The design of a water feature must be consistent with the overall aesthetics of the property.
 - i. The vertical drop of a water feature may not exceed 5' in height and the length of the drop must be appropriate for the site.
 - j. Terraced spillways must have a minimum horizontal distance of 30" between each vertical drop.
 - k. Water features that are vertical walls must have a reservoir and must have water flow over the top of the wall for the entire length.
 - l. Water feature equipment must be screened from view of all neighboring properties.

BB. WINDOWS

1. Plan Submission Requirements:
 - a. Any Applicant wishing to install or substantially alter an exterior window on any building or structure must comply with Section II.C.
 - b. The Applicant must include the following as a part of the Preliminary Drawings to the Architectural Committee:
 - i. Elevations with the location, style, and height of the proposed changes indicated.
 - ii. A sample, photo, or brochure of the proposed window to be used with color and style indicated.
2. Building and Design Requirements:
 - a. Window placement and shape shall be balanced and harmonious with architectural design of the house.
 - b. High, narrow “slot windows” are discouraged.
 - c. Colored glass is prohibited. Clerestory windows are not permitted.
 - d. Exterior glass block windows are not permitted.
 - e. Muntin windows shall have true divided-lites. Snap-in muntins are prohibited.
 - f. Arched topped windows are not permitted.
 - g. See Section IV.C. “Basements” for the requirements on basement light wells.
 - h. New windows are required to be submitted to the Architectural Committee for approval.
 - i. Replacement windows that are identical to the existing windows may be approved by Association staff. If replacement windows are not identical to the existing, they must be submitted to the Architectural Committee for approval.

V. EASEMENTS

- A. Easements are perimeter areas of one's property dedicated to the Association in the Declaration of Restrictions and subsets thereof, Article V; Section 6. Easements are reserved for:
 - 1. roads, streets, bridle trails, parkways and park areas
 - 2. poles, wires and conduits for the transmission of electricity for lighting, heating, power, telephone and other purposes and for necessary attachment in connection therewith
 - 3. public and private sewers, storm water drains, land drains and pipes, water systems, water, heating and gas mains or pipes
 - 4. any other method of conducting and performing any public or quasi-public utility service or function beneath the surface of the ground.
- B. The RHCA Board of Directors adopted a new easement policy on April 17, 2008. The Declaration of Covenants and Restrictions specify the uses of easements and also state that "no building or structure shall be erected, constructed, altered or maintained" in easements. Under certain circumstances, the Board of Directors may grant a license agreement to a homeowner to build, plant, or encroach into an RHCA easement. Please see the RHCA Easement Guidelines & Policies in Appendix I.
- C. No planting, building, pool, fence, pole (except public utility), drainage structure, grading, paving, or any obstruction may be placed on any easement without the express written consent of the Board of Directors.
- D. The front yard or road easement must be kept sufficiently clear of planting, sprinklers, and structures for safe horseback riding, parking, and pedestrian use. Regular parking in the easement is discouraged and overnight parking is prohibited.
- E. No grading is permitted in the easements without the express written consent of the Board of Directors.
- F. Residence signs may be placed in the easement. No other signs shall be placed in easement areas.
- G. There shall be no open drainage ditches, berm, or swales across or in any road or easement without the express written consent of the Board and review by the Architectural Committee.
- H. Maintenance of easements is the responsibility of the property owner. If said owner fails to maintain the easements on his or her property, then the Association may do so and assess the owner for expenses incurred.

VI. DEFINITIONS

Words used in the present tense include the future tense; the singular includes the plural; word “person” includes a corporation, partnership, and Association as well as individuals; the term “shall” is mandatory and “may” is permissive.

- A. **ABANDONMENT:** Shall mean the failure of the holder of a building permit for the construction or erection of an improvement, to substantially complete (see definition of Substantial Completion, Section M below) said work of improvement within the time required by the permit; or the halting or substantial cessation of said work for a continuous period of 60 days, or the failure to have an active, working force of more than one person present and actively engaged in the work of completing said improvement for a period of more than 60 days.
- B. **ACCESSORY BUILDING:** A subordinate building on the same lot or building site above or below grade, including guest house, servant’s quarters, pool house, cabana, or workshop, the use of which is incidental to that of the main building.
- C. **BARN:** See Stable
- C. **BASEMENT:** That portion of a building below the residence floor which is wholly or partially below grade.
- D. **BUILDING:** A structure having a roof supported by columns or walls.
- E. **EASEMENTS:** The area along the exterior boundary lines of any lot or building site reserved by any Declaration of Restriction, reservation, or conveyance to be used for roads, streets, bridle trails, parkways, park areas, and for any public or quasi-public utility service or function beneath or above the surface of the ground.
- F. **GARAGE:** A building for the housing of motor vehicles with a roof and enclosed on four (4) sides.
- G. **HEIGHT:** The height of a building is the vertical distance measured from the lowest part of the building to the top of the roof of the highest part of the building (see CC&R’s, III.1 (a) (6) (c))
- H. **LOTS:** Any piece of land, the description of which is filed and approved by the Board of Directors of the Association, regardless of plots recorded in the office of the County Recorder.
- I. **LOT LINES:** The boundary lines of lots are:
 - a. Front Lot Line: The line dividing a lot from the street, road, or driveway. On a corner lot, only one street line shall be considered as a front lot line, and such front lot line shall be determined by the City of Rolling Hills.
 - b. Rear Lot Line: The line opposite the front line.

- c. **Side Lot Line:** Any lot lines other than the front lot line or the rear lot line.
- J. **MAIN BUILDING:** A building in which is conducted the principal use of the lot or building site on which it is located.
- K. **MAJOR REMODEL:** That portion of the existing structure that is torn down to the studs or to the foundation.
- L. **PLATE HEIGHT:** The height of a building measured from the finished floor level to the top of the wall. In the case of a porch, plate height is measured to the top of the supporting beam.
- M. **SIGNIFICANTLY ALTER:** To modify the appearance or character of a structure.
- N. **SINGLE FAMILY DWELLING:** A residence of dwelling for one family alone having but one kitchen.
- O. **STABLE:** A building in which livestock is housed and agricultural items are stored.
- P. **STORY:** That portion of a building or structure included between the surface of any floor and the finished ceiling above it.
- Q. **SUBSTANTIAL COMPLETION:** Completion of all exterior construction, roofing, painting, glazing, and other finishing depicted on the structure's approved plans, along with installation of hardscape and landscaping and the removal of temporary fencing, power, and sanitation.

VII. APPENDICES

The attached appendices are intended to facilitate use of the Building Regulations. They are not intended to supersede or modify the text of the Building Regulations.

APPENDIX A	Planning Jurisdiction of the Association and the City Of Rolling Hills
APPENDIX B	Planning Process Guide for Rolling Hills Residents
APPENDIX C	Architectural Review Process
APPENDIX D	Application for Plan Check
APPENDIX E	Plan Submittal Checklist
APPENDIX F	Building Permit Fees, Plan Check Fees
APPENDIX G	List of Approved Roofing Materials
APPENDIX H	List of Approved Exterior Paints and Stuccos
APPENDIX I	Illustrations of Plate Height
APPENDIX J	Basement Illustrations
APPENDIX K	Illustration of Stone
APPENDIX L	Illustration of Down Cast Light Fixture
APPENDIX M	Ranch House Design Guidelines

APPENDIX A
ROLLING HILLS COMMUNITY ASSOCIATION VS. CITY OF ROLLING HILLS
RESPONSIBILITIES

RESPONSIBILITY OF
THE ROLLING HILLS COMMUNITY ASSOCIATION

The purpose of the RHCA is to assure privacy and a rural character of the community. Consistent with this philosophy, the Association will be responsible for controlling and maintaining entrances, roadways, recreational facilities, including trails, and regulating the architectural design of structures.

Revenues are obtained to operate the Association by assessments levied against all properties, based upon the Los Angeles County assessed valuation, and miscellaneous income from various fees.

The Association's Administration Office is responsible for:

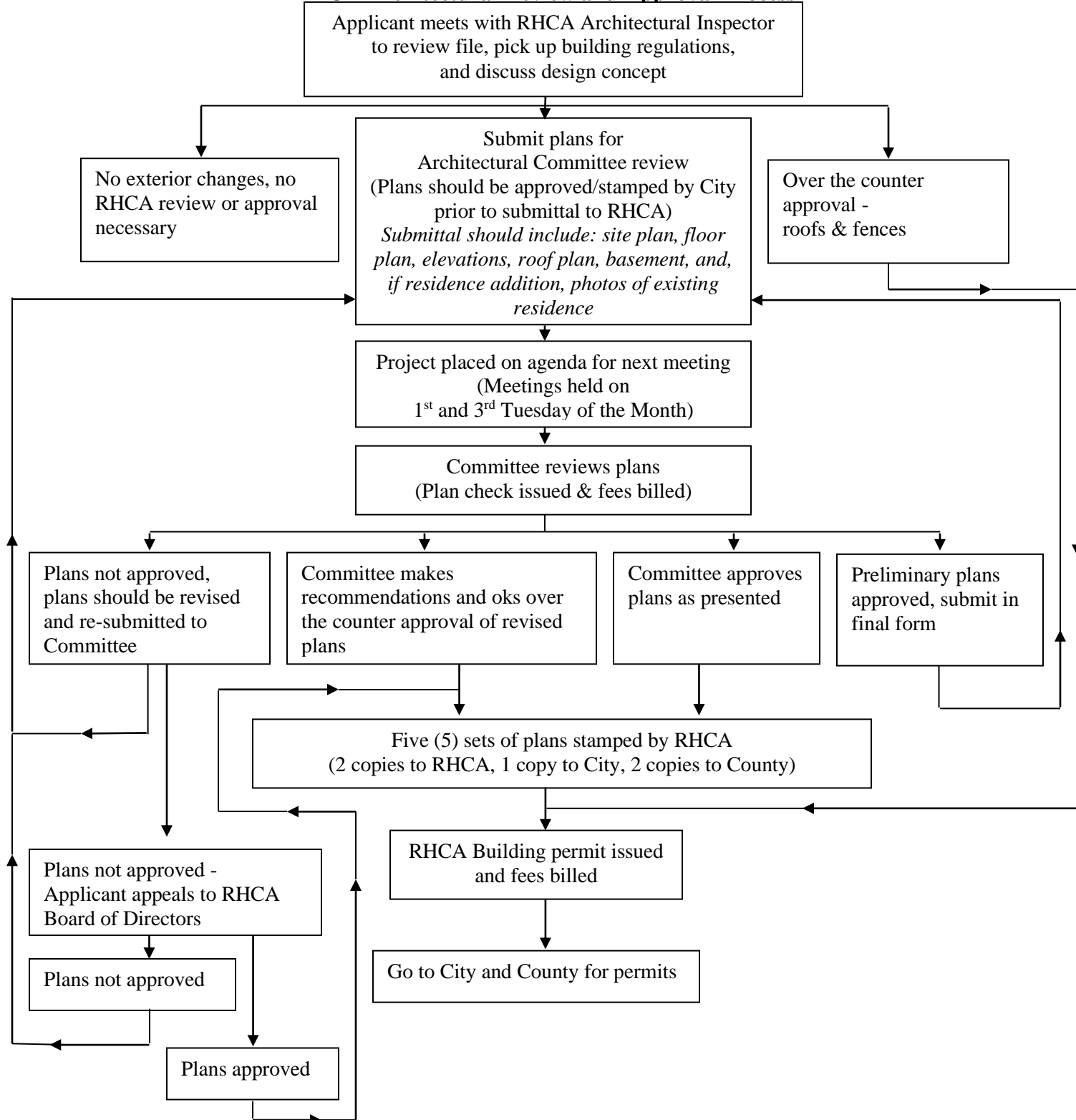
1. Resident automobile identification decals
2. Guest Permits on entry
3. New residence signs; street signs
4. Tennis court reservations, minor repairs
5. Architectural Committee review
6. Landscape Committee review
7. Security Officer Personnel (Gate Guards)
8. Maintenance and operation of all recreational facilities (riding rings, trails, tennis court usage, nets)
9. Trail Badges and approved trail maintenance
10. Road maintenance
11. Gate maintenance
12. Road Use Permits
13. Building Permits
14. Control of easements
15. Gate Guard service for parties
16. Board of Director meetings/annual meetings
17. Admit Bearer cards
18. Stop Orders at gate
19. Tree trimming for safety on roadside easements
20. View impairment
21. Telephone (310) 544-6222 during office hours

RESPONSIBILITY OF THE CITY OF ROLLING HILLS

1. Sheriff's Department, General Law and Traffic Enforcement, and criminal investigation
2. Traffic control signs and road striping
3. Enforcement of Health, County, and federal Regulations
4. Weed abatement.
5. Animal control
6. Site Review of proposed residential developments
7. Rubbish disposal and recycling refuse
8. Public Safety—Emergency Sheriff Disaster Control
9. Planning Commission
10. Traffic Commission
11. City Council Meetings
12. Wildlife Preservation Committee Meetings
13. Traffic Commission Meetings
14. Mail delivery problems
15. Utilities
16. View Impairment
17. Telephone (310) 377-1521 during office hours

APPENDIX B
PLANNING PROCESS GUIDE FOR THE RESIDENTS OF ROLLING HILLS

RHCA Architectural Review and Approval Process



APPENDIX C
ARCHITECTURAL REVIEW PROCESS FOR MAJOR PROJECTS

1. Approval by City of Rolling Hills Planning Commission if necessary.
 2. Applicant submits one set of plans to Architectural Committee:
 - Site Plan including property boundary lines and easements.
 - Preliminary schematic drawings: floor plan, roof plan, elevations specifying materials and measurements.
 - Photographs of existing residence, building to be remodeled or changed. (not necessary for entirely new structure).
 3. Plans placed on agenda in order of submittal date.
 4. Agenda prepared on Thursday prior to 1st and 3rd Tuesday each month.
 5. Committee reviews plan.
 6. Minutes prepared on Wednesday morning and mailed to property owner and architect.
 7. One set of plans resubmitted with appropriate changes or in final form.
 8. Final Form Approval: Applicant submits five sets for stamping and issuance of Building Permits.
 9. Two sets are stamped and returned to applicant for submittal to City and Building Department. One set goes to architectural file. One set goes to Association Building Inspector.
- ** Personal Appearance by applicant or architect only by request by the Architectural Committee



RHCA

Rolling Hills Community Association

APPLICATION FOR PLAN CHECK

→ **Please note:** The Architectural Committee meets the 1st and 3rd Tuesday of each month. Plans must be submitted on or before the Thursday prior to the meeting.

Owner(s) _____

Property Address _____

Phone _____ Email _____

APPLICANT

☐ Licensed California Architect ☐ Contractor ☐ Designer ☐ Other: _____ AIA Certificate # _____

Name: _____ Company _____

Phone _____ Email _____

SCOPE OF WORK (Include Sq. Ft.)

STYLE OF EXISTING RESIDENCE (Check One). *Descriptions of each architectural style on reverse.*



☐ Traditional ☐ Contemporary ☐ Early California Ranch ☐ Undeveloped Lot

STYLE OF PROPOSED RESIDENCE

Note: If style is proposed to be modified, significant alterations may be required so the style is true to its type and “good of its kind” including, but not limited to massing, articulation, roof design, fenestration & details are essential

☐ Traditional ☐ Contemporary ☐ Early California Ranch ☐ Undeveloped Lot

Checklist



45

- ☐ 1 Hard copy of plans
- ☐ 1 Digital copy of plans
- ☐ Photos of existing residence
- ☐ Samples of Materials
- ☐ \$165 (option to be billed by mail)

APPENDIX E
PLAN SUBMITTAL CHECKLIST

Please reference the Building Regulations for specific details on what is required for plan submittals as well as all the specifics on building requirements.

Preliminary Drawings

- ☐ Site Plan with all requirements outlined in the Building Regulations Section II.A.1.
 - ☐ Name, address, and telephone number of homeowner and architect.
 - ☐ Site plan is dated in the last two years.
 - ☐ North arrow.
 - ☐ Plan scale.
 - ☐ Project size and lot coverage data, gross area and net area, and lot coverage percentage.
 - ☐ Names of all adjacent streets.
 - ☐ Indications of all Association Trails within the easements and property.
 - ☐ Dimension setbacks.
 - ☐ Property line dimensions and bearings.
 - ☐ Lot and tract number.
 - ☐ All recorded easements lines and designations of front, side, and rear yard.
 - ☐ Natural or pre-existing topography with contours indicated.
 - ☐ Foot prints, square footage, size, and location of all structures.
 - ☐ Finish Floor Elevations.
- ☐ Floor Plans showing size and relationship of rooms, courtyards, patios, doors and windows, fireplaces, and other architectural features.
- ☐ Roof plan indicating roof ridge lines, overhangs, pitch and all other architectural details including skylights and trellis.
- ☐ Elevation Plan showing the height and width of all sides of the project and its general character, including door and window design.

Residence Additions/Remodels/Accessory Buildings

- ☐ Preliminary Drawings. (See Above)
- ☐ Square footage calculations and lot coverage of the proposed addition.
- ☐ Floor plan with proposed addition clearly marked.
- ☐ Roof plan with proposed addition clearly marked.
- ☐ Elevation plan with proposed addition and all exterior changes clearly marked.
- ☐ Photographs of all elevations of existing buildings.
- ☐ Photographs of existing elevations are keyed to the site plan or elevation plan.

All Other Construction

- ☐ An outline of proposed structures on the Site Plan. (See Above)
- ☐ Sample/photo/brochure of the product you wish to install.

- ☐ Any additional information required for a particular structure as set forth in the Building Regulations Section II.C.1-17.

Final Working Drawings

- ** Final working drawings are only to be submitted when requested by the Architectural Committee.
- ☐ Site plan/Grading plan.
- ☐ Foundation plan and details.
- ☐ Floor plan.
 - ☐ Trash yard. (New residences or residence additions/remodels only.)
- ☐ Framing plan.
- ☐ Roof plan.
- ☐ Exterior elevations on all sides.
 - ☐ Trash yard. (New residences or residence additions/remodels only.)
- ☐ Building cross-sections.
- ☐ Architectural details of all exterior features are referenced to exterior elevations. Number to note schedule not allowed. All materials on exterior elevations are indicated with notations on elevation. Alternatively, notes that indicate new details match existing are allowed for small additions.



SCHEDULE OF FEES

ROLLING HILLS COMMUNITY ASSOCIATION

ASSOCIATION FEES:

Association Dues	\$.20 per 100 sq. ft of the assessed value
(Billed in October. Due April 10 th and December 10 th)	
Vehicle Deposit for Non-Owner (per vehicle, refundable)	\$200
Road-Use Surcharge Fees (see back)	Varies

BUILDING PERMIT FEES:

Permits are active for one year from issue date. Permit extensions are available by written request.

Plan Check Fee:

Application Fee for Architectural review	\$165
--	-------

Permit Fee:

New Construction, Additions**, Major Remodels** and Accessory Buildings ...	\$1.00/ sq. ft.
**in which the existing structure is torn down to the studs or to foundation	
Porches and Basements.....	\$.70/sq. ft.
Tennis/ sports court	\$500
Pool w/ spa or water feature	\$400
Pools	\$300
Re-roof or roof repair	\$250
Spa or water feature	\$250
Barbecue, outdoor chimney	\$175
Solar Panels	\$150
Garage door replacement	\$150
Driveway replacement	\$150
Window replacement	\$150
Window replacement to match existing in size, design and material	\$100
Entry posts or gate	\$100
Exterior lights	\$100
Gazebo, trellis.....	\$100
Fences	\$100
Skylights	\$25-\$150
Mailbox	No Charge
*Minimum fee (excluding skylights)	\$100
*Extension of six months for architectural approval/ building permits	\$150

ROAD-USE SURCHARGE FEES:

A road-use surcharge is billed separately and in addition for each RHCA permit issued.

Onetime fee unless otherwise noted.

Miscellaneous (per item): \$100

Exterior lighting

Pre-fabricated sheds

Skylights

Small Construction Project (per item)..... \$200

Fencing

Solar panels

Trellis

Entry pilasters

Entry gates

Small water features

Small Construction Project w/ Large Truck Surcharge (per item) \$500

Driveway replacement

Roof replacement

Pool plastering

Large Construction Project (Construction project completed within 90 days) \$750

Minor structure remodel

Door & window replacement

Riding rings

Ongoing Construction Project (Construction project over 90 days) \$1000
(Billed every 90 days until project is finalized)

New residence and/or accessory buildings

Additions

Large remodels

Grading

OTHER:

Excavation Permit (for excavation in RHCA easement) \$250

House Sign (first sign free) \$225

Double Sided \$250

Estate Sale Permit \$250

LIST OF APPROVED ROOFING MATERIALS

Updated 2024

SIMULATED SHAKE

PRODUCT	APPROVED COLORS
Westlake Royal Roofing (Boral) Madura	Winterwood
Westlake Royal Roofing (Boral) Saxony Shake	Brown Blend, Buckskin, Dunes Tan, Garnet Blend, Smokey Topaz Blend
CeDur	Live Oak, Shiloh, Walden
Davinci Shake Multi-Width, Single-Width & Select	Mountain Ecoblend, Tahoe Ecoblend
EagleLite Ponderosa	Light Gray Range, Shasta Blend, Weathered Adobe

SLATE

PRODUCT	APPROVED COLORS
Natural Slate from Quarry	Submit to AC Committee
Westlake Royal Roofing (Boral) Saxony Slate	Brown Blend, Buckskin, Dunes Tan, Garnet Blend, Smokey Topaz Blend
DaVinci Multi-Width, Single-Width, Bellaforte, Inspire Slate	Slate Gray
EagleLite Bel Air	Light Gray Range

MISSION TILE

PRODUCT	APPROVED COLORS
Redlands Two-Piece Mission Tile	Adobe Brown, Adobe Brown Flash Blend
Mission tile roofs are only allowed on Early California Ranch designs. Over the counter approval <u>is not permitted</u> for this type of roof, a 4'x4' mock-up must be submitted for Architectural Committee approval.	

PLEASE NOTE:

Rake tiles are not permitted for shake or slate roofs. Metal roofs are not permitted. Location and style of all new skylights must be approved, please submit roof plan showing the location of new skylights to the Committee. All roofing materials must comply with City and County codes and regulations. Roof repairs must comply with City and County code.



DON'T SEE YOUR MATERIAL ON THE LIST?

**Submit sample to the Architectural Committee for consideration





ROOFING MATERIALS

ROLLING HILLS COMMUNITY ASSOCIATION



SIMULATED

Traditional Homes • Contemporary Homes

Has the appearance of a hand-split cedar shake roof with all of today's technological advances. Texture varies from 'light to heavy' to compliment the style of your home.



SLATE

Contemporary Homes • Williamsburg Lane

Natural or simulated slate gives a sleek appearance with high durability. The smooth texture is a sought after look for contemporary and colonial homes.



TWO-PIECE MISSION

Early California Ranch Homes

The rustic two-piece mission tile roof is authentic to early California developments. Booster tiles randomly set with mortar creates the rustic ranch charm that California is known for.

OBTAIN YOUR ROOF PERMIT



- Roof permits may be obtained from the Association's office.
- A roof permit is \$250 and is valid for one year.
- A one time \$500 road use fee is due for reroof permits.
- Select from the approved list (reverse) for a quick over the counter approval.
- Don't see your roof? Submit to the Architect Committee



CHECKLIST

- ☐ \$750 cash, check or credit card
- ☐ Material & color
- ☐ Structures being roofed
- ☐ Roofing contractor's company & phone number



PAINTS & STUCCOS

ROLLING HILLS COMMUNITY ASSOCIATION

The Architectural Committee has approved the following materials and colors for use on the exterior of all structures in the City of Rolling Hills:

APPROVED PAINTS

Benjamin Moore – Brilliant White, Super White, N402-01, N402-1x

Behr – Ultra Pure White

Dunn Edwards – White (1) DEW380 – LRV 93

Sherwin Williams - 7006 Extra White

APPROVED STUCCOS

Omega – Omega White 10

EXPO – White 1

La Habra – ParexUSA Base Only (No Color), X50 Crystal White

Merlex - P-100 Glacier White

If you wish to submit a paint color or stucco sample to the Architectural Committee for consideration, please provide a 12"x12" sample for review.

Earth-tone trim colors may be approved over the counter by Association staff. All other trim colors must be submitted to the Architectural Committee for approval. A paint chip of the desired color as well as the location of the trim must be submitted for consideration.

The final coat or "color coat" of stucco must be applied so as to sufficiently cover the under coats or "brown coats" of stucco.

APPENDIX I ILLUSTRATIONS OF PLATE HEIGHT

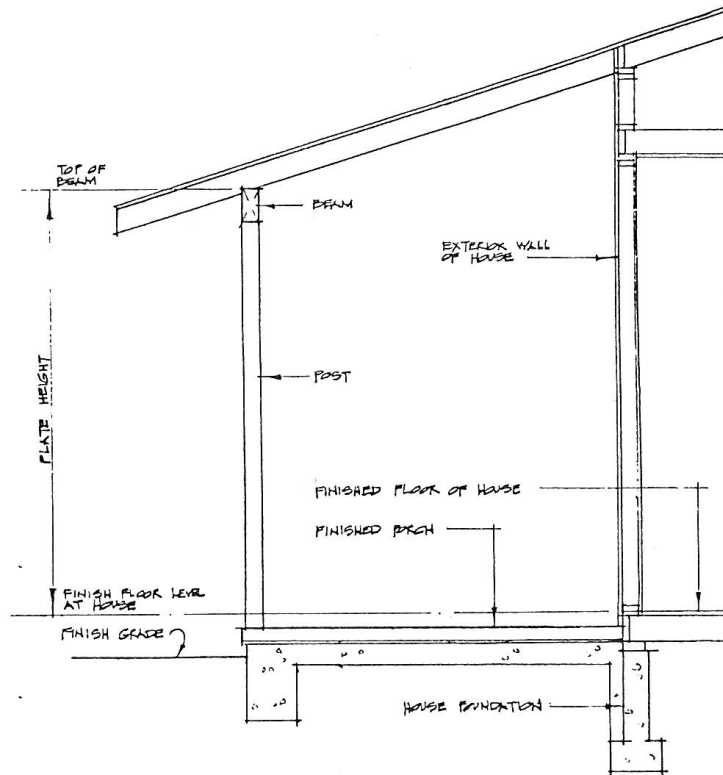


PLATE HEIGHT @ PORCH

EXHIBIT B

APPENDIX J
BASEMENT ILLUSTRATIONS

Explanation of guideline illustrations

1. Shows schematic of one story ranch house.
2. Same house with basement doors and windows. Illustrates undesirable two story effect because of design.
 - Light well is too wide. Therefore doors and windows are more visible.
 - Light well is longer than necessary to accommodate glass.
 - Building corners are two stories high - strongly creating a two story look.
 - Guardrail is of open design - allowing greater visibility of doors and windows.
 - Horizontal window requires greater length of light well.
3. Same house with a basement and same amount of glass at basement. Illustrates a light well design which minimizes a two story look.
 - Light wells are narrower and shorter than in illustration 2.
 - Building corners are only one story high.
 - Several smaller light wells replace on large well.
 - Solid guardrails help conceal basement doors and windows.
4. Same house with a basement and “same level” access to garden where topography dictates. Illustrates an alternate design for light well design which minimizes a two story look.
 - Size of light well is minimized.
 - Building corner height, which is very important, is only one story high.
 - Walkway / landscape area “lid” on top of light well, adjacent to the house, very effectively breaks up the two story wall.
5. Illustrates a cross section through a recommended light well design.

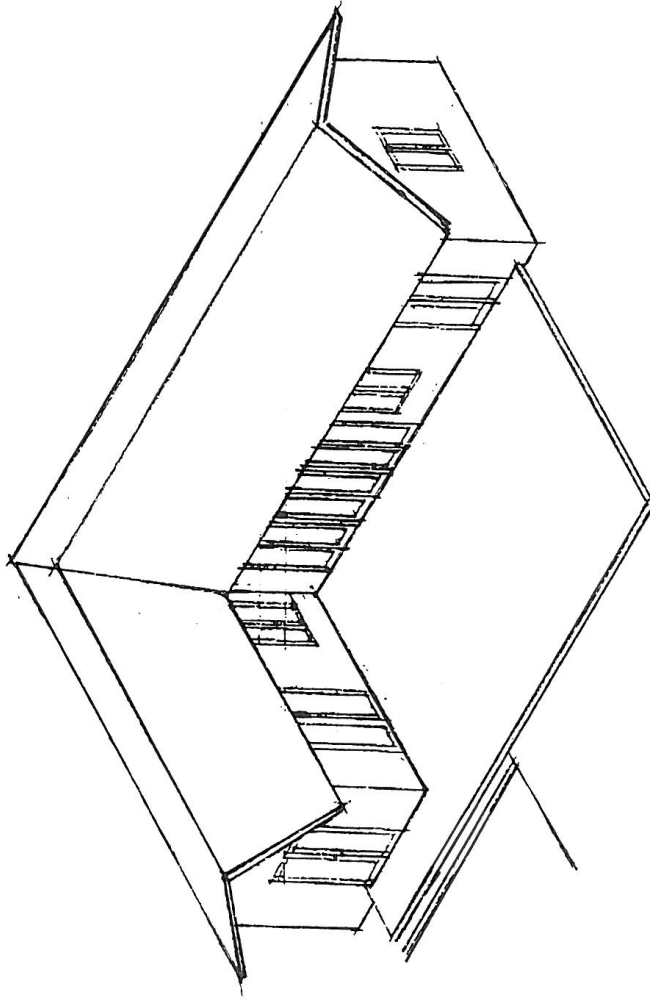
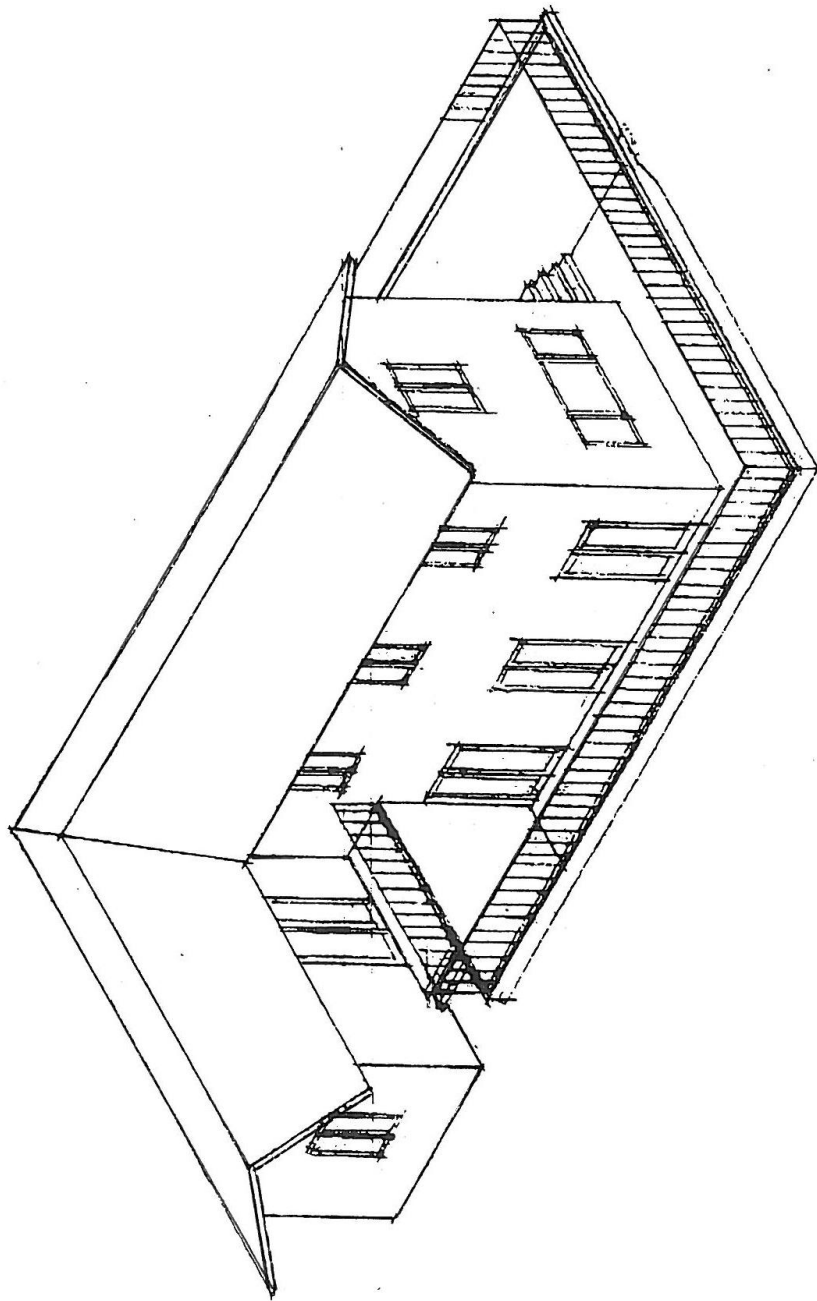


ILLUSTRATION NO. 1



UNDESIRABLE TWO STORY EFFECT

ILLUSTRATION NO. 2

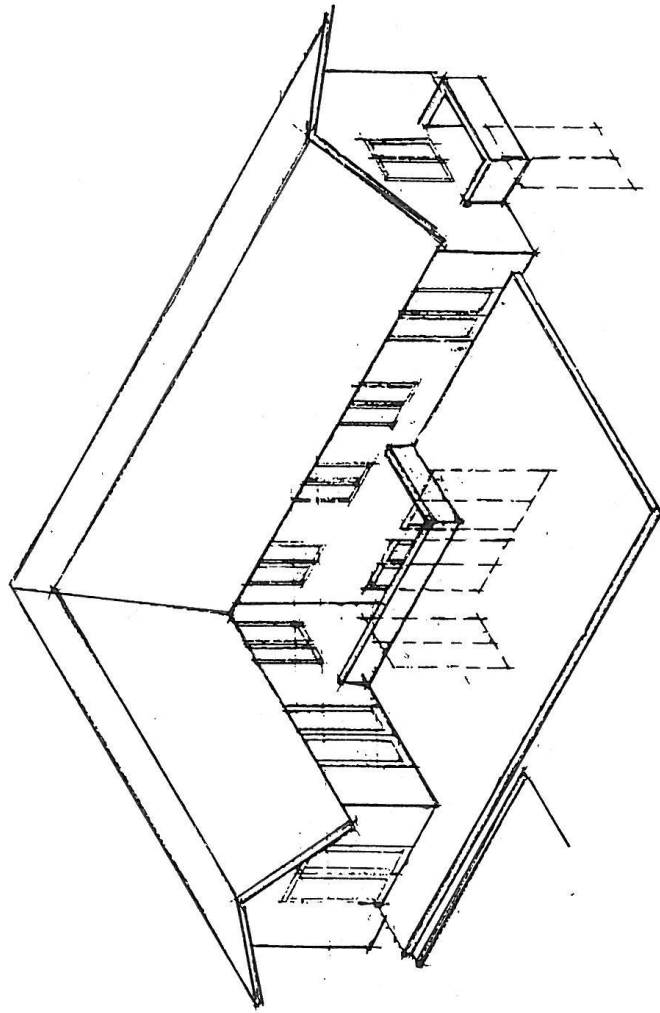


ILLUSTRATION NO. 3

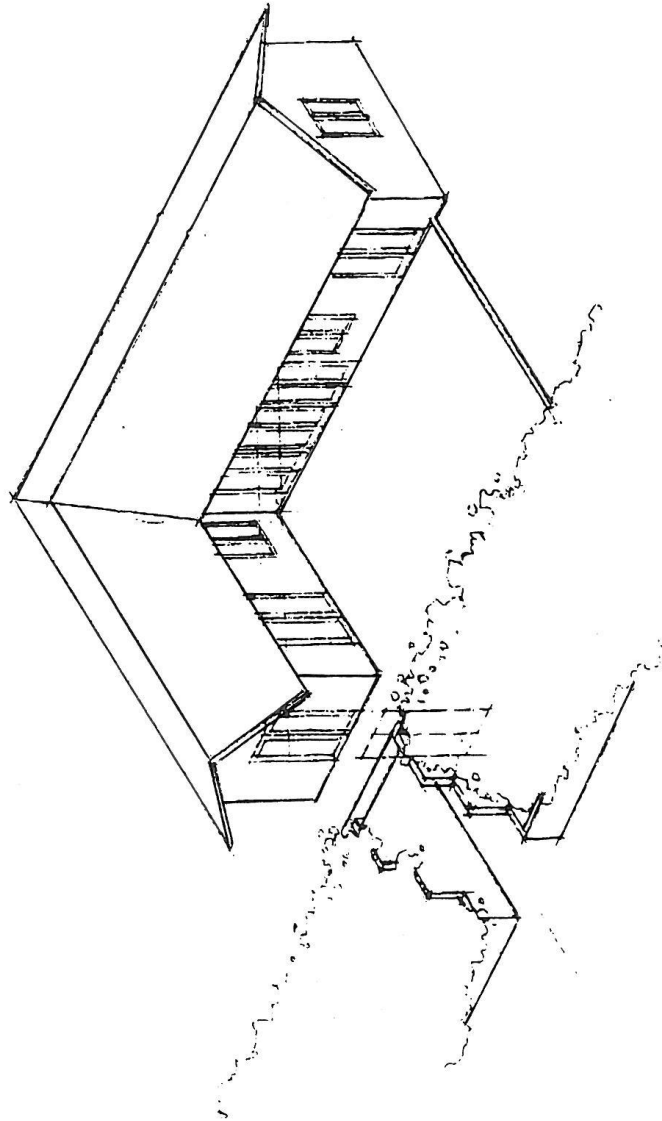


ILLUSTRATION NO. 4

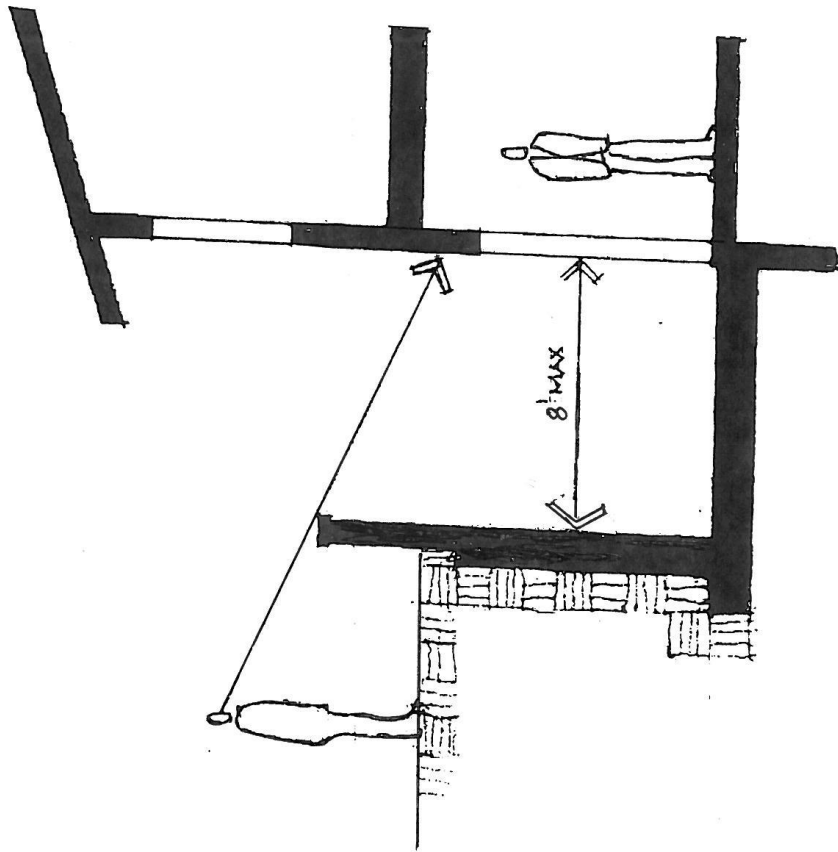
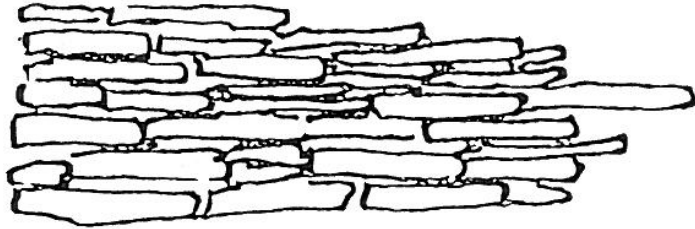
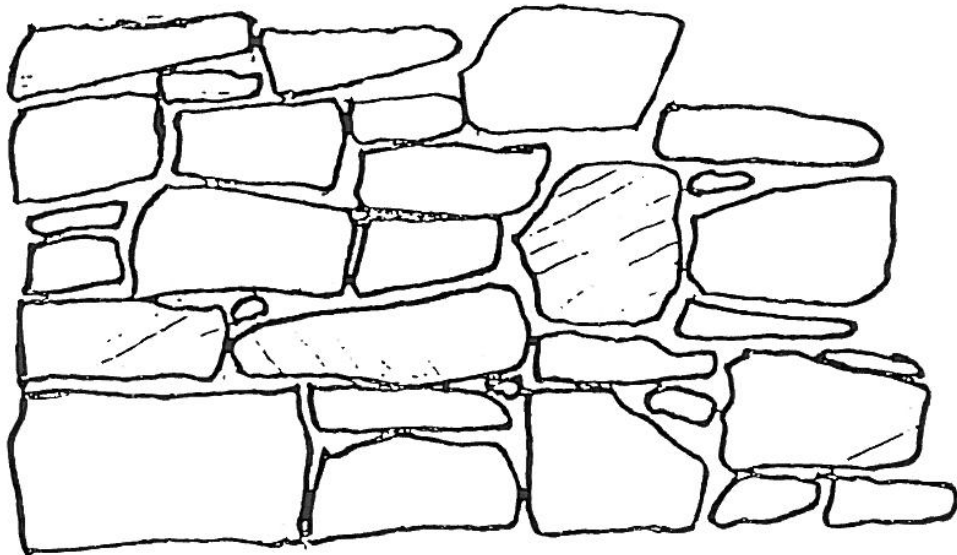


ILLUSTRATION NO. 5

APPENDIX K
ILLUSTRATION OF STONE



A. LAID IN STRATA



B. ROUGHLY COURSED



EXTERIOR LIGHTING EXAMPLE

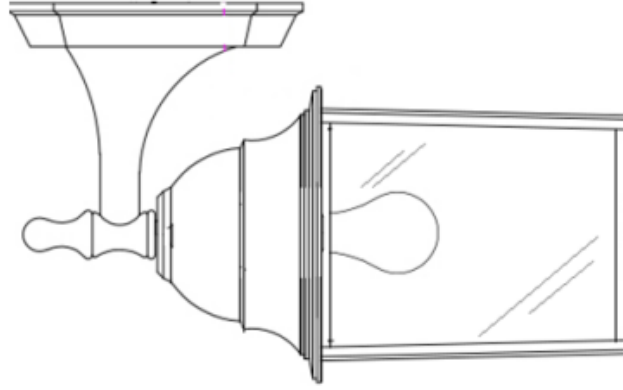
ROLLING HILLS COMMUNITY ASSOCIATION

APPENDIX L

ILLUSTRATION OF DOWN CAST LIGHT FIXTURE

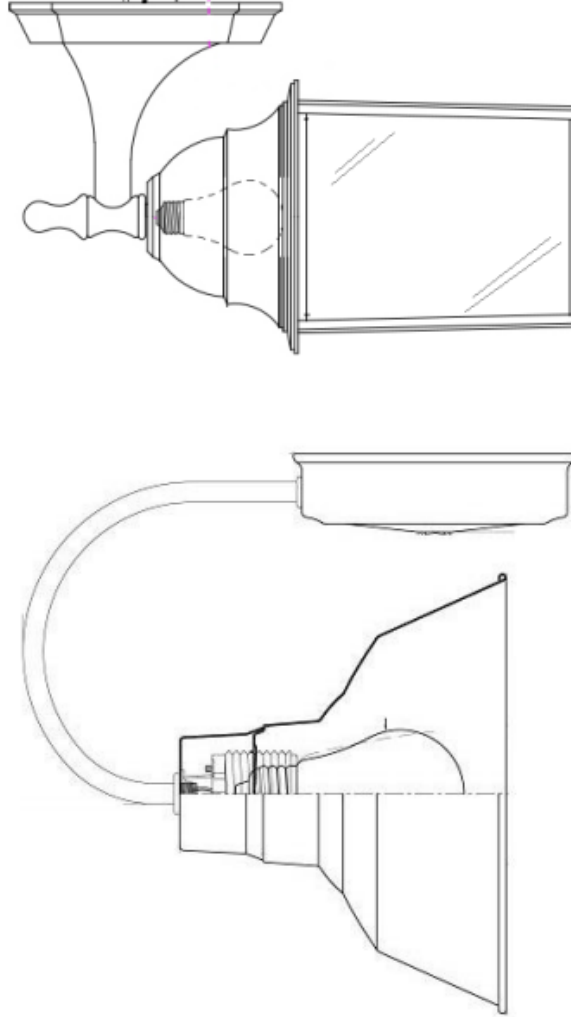
Outcast light Example:

Limited to two fixtures by the front door & two fixtures by the back entertainment area



Downcast Light fixture examples:

Bulb is screened from view and only cast light downwards



IMPORTANT:

This document is for reference only. The location and type of every fixture must be submitted to and approved by the Architectural Committee on a case-by-case basis.

APPENDIX M

RANCH HOUSE DESIGN GUIDELINES

GENERAL REQUIREMENTS FOR ALL HOMES:

- One Story
- Color: White without tint. (Brown trim allowable but location must be approved)
- Rambling in character (i.e. “U” shaped footprint)
- Low profile silhouette (50% of the building must have exterior wall height of 8’6”)
- Covered porches
- Finish floors should be close to exterior grade or paving
- Exterior lot fencing must be three-rail
- Easements to be clear of any planting or structures

1. TRADITIONAL RANCH

Residences with “cottage” design elements: Post and beams designs with combination of wood siding, stucco or stone/brick with divide-lite casement windows and French doors, exposed rafter tails and exposed tongue and groove eaves.

- a. Hip, gable or Dutch gable roof design
- b. Medium roof pitch. 3.5:12 minimum to 5:12 maximum roof pitch; 4:12 preferred
- c. Roofing material - Simulated wood or slate
- d. Stonework to be roughly course rubble design, flush grouted with large irregular joints
- e. Door and windows should be consistent in size, grouping and style. If divided-lites are used, they must consistent in proportion and be true divide-lites. Individual windows of horizontal proportion are discouraged.
- f. Moderate eave and rake overhangs

2. CONTEMPORARY RANCH

Residences with modern design elements: Large expanses of glass, single-lite doors and windows, gable windows, large eave and rake overhangs with exposed rafter beams of wide spacing or boxed soffits and fascia board.

- a. Hip or gable roof design
- b. Minimum 3:12 minimum roof pitch, 4:12 preferred
- c. Roofing Material – Simulated wood or slate
- d. Wall finish – Combination of wood siding, stucco or stone
- e. Stonework to be ledger stone laid in strata or roughly coursed rubble
- f. Single-lite casement, sliding or fixed windows and French or sliding doors

3. EARLY CALIFORNIA RANCHO

Residences reminiscent of rancheros: Must appear to be constructed of thick adobe walls with combination of roughly coursed stone and stucco, small divided-lite windows and doors set deep into walls, exposed rafter tails and brown two-piece mission tile roof.

- a. Gable roof design
- b. 3:12 minimum and 4:12 maximum roof pitch
- c. Roof material – Brown 2 piece mission clay set in mortar.
- d. Exposed rafter tails (approx 4x6 @ approx.24”)
- e. Thickened exterior walls at doors and windows (especially at entry elevation)
- f. Stonework to be roughly coursed rubble design flush grouted with large irregular joints.
- g. Casement or fixed windows and French doors must have divided-lites.
- h. Doors and windows should be vertical in proportion and set deep into walls with wood lintels over openings. Curved openings and large arrays of doors and windows not consistent are not permitted.
- i. Moderate eave and rake overhangs (min. 18” and do not appear cantilevered)