



**Sweetgrass Homeowners Association  
Design Review Committee  
Rules – updated as of September 9, 2021**

Pursuant to the Sweetgrass Homeowners Association Agreement, the Design Review Committee (the "Committee") is charged with the following responsibilities:

1. Approval of construction plans and specifications submitted by a lot owner, to include:
  - a. A site plan showing the location of the structure(s) to be constructed on the Lot, the location and size of all roads, paths, driveways and sidewalks, the drainage across such lot and any other site improvements which the applicant considers to be important and which are known to the applicant at the time of the submission;
  - b. The floor plan of the structure(s) with square footage indicated;
  - c. A drawing showing the front, side and rear elevations of all structure(s); and
  - d. A description on the drawings or a separate specification sheet of the type and color of all exterior finishes and materials and roofing materials.
2. The Committee may also require additional information necessary to consider the plans and intended to provide assurance the construction will be of reflect quality materials and workmanship.
3. Additionally, the Committee must approve any proposed satellite dish installation, solar or wind energy generation improvements, subdivision of any lot and use of a temporary job site or tool shed within the subdivision.
4. The Committee may provide construction standard exceptions if such exceptions are within the parameters of its authority under the Sweetgrass PUD (Planned Unit Development).
5. Landscaping, **including any revision to the grade of a lot**, must be submitted to the committee by the owner and must be approved in advance. All surface areas within a lot if not covered by a structure or road shall be covered with native grasses, traditional lawn grass, flowers, trees, shrubs and other landscaping material such as wood chips, rocks, bark or mulch, or graveled material.
6. The Committee, working with the Developer, shall identify and provide reasonable storage area for construction trailers. Contractors shall store trailers and other equipment not in immediate use in such designated areas and not on the streets of the platted area.
7. The Committee must approve all signs placed upon a lot; provided one sign of no more than 3 square feet advertising the property is for sale or rent shall be allowed, as well as similar sized builders signs advertising the property during construction period only, and political campaign signs are permitted subject to city ordinance. Failure to maintain such signs shall entitle HOA to remove and dispose of signs at its convenience. HOA may permit, but is not required to permit, a legend sign to be erected at the entrance of an area under development identifying the lots by ownership or by name of contractor. With permission and prior approval of design by the HOA, a model home may have



- additional signage. It is intended that a contractor will have only one model home per neighborhood.
8. The Committee may permit kennels and dog runs if properly screened from the view of other lot owners and public roads.
  9. The Committee must approve of materials, height, and design of fencing. Attached as appendix A to these rules is a list of approved materials meeting the standards of the committee. Alternative materials may be approved by the Committee upon request if such materials are consistent with appendix A in color, quality, appearance, durability and design. A contractor or lot owner may request approval of materials by request directed to the Committee.
  10. It remains the duty of the lot owner to maintain fencing located on or between lots.
  11. Should the Contractor propose to enter the building site through common areas within Sweetgrass, the Contractor will design and implement a plan to restore the common areas for any damage caused by such access. This may include grading and reseeding of damaged areas. Should Contractor fail to perform such restoration, it shall be liable to Sweetgrass HOA for the damages and cost of restoration incurred by Sweetgrass HOA, including reasonable costs of collection and reasonable attorney fees.
  12. **All submissions shall be by digital file through email unless the lot owner wishes to submit by written documentation with a handling fee of \$150 per lot submission. No handling fee is due for electronic submission of digital files.**
  13. The committee shall inform an applicant of any disapproval of a submitted plan. **All such notifications shall be communicated by the committee in digital form by email to the email address provided by the lot owner.**
  14. The DRC may seek enforcement of any violation of these rules, as amended, by resort to the same enforcement process described in the covenants or Home Owners Association agreement for collection of fees and assessments, including imposition of and enforcement of a lien upon the subject property.

All communications and filings may be directed to the committee in care of its agent, Lee Martin, at: [lee@plandesignwy.com](mailto:lee@plandesignwy.com)