



**ARCHITECTURAL AND LANDSCAPE
COUNCIL CHARTER**

Jobs Peak Ranch Architectural/Landscape Council Charter

Formation

Under the Conditions, Covenants and Restrictions (CC&R's including sect. 5.2 (b)) as declared on the 22nd of May, 1997, and as further amended, the Architectural Landscape Council was granted the authority to review any exterior improvements to a recorded member's lot. And pursuant to the recorded document number 0783677, dated 5/24/11 as well, covering Declarant relinquishment. Said authority was also to review and approve modifications to the Association open space of Jobs Peak Ranch, a planned Nevada subdivision as governed by the laws of the State of Nevada.

Within the specified guidelines as established in the CC&R's, this Charter is to provide administrative responsibilities of the named Architectural Landscape Council (ALC). It is the overall responsibility of the ALC to provide continuity and preserve the architectural integrity of the Jobs Peak Ranch development. The ALC shall develop with a Charter the procedures for a property modification submittal. The procedures shall be to protect the aesthetic standards without overly stifling the imaginative or creative desires of the residents, but rather assure them that protective restrictions are in effect, which will help to maintain the appearance and value of their property as well as the value of their neighbors property.

Composition

The Council shall consist of at least three (3) members but not more than five (5) members that are property owners in Jobs Peak Ranch. Of the three members one shall be the Vice President of the Board of Directors and shall serve as Chair of the Council. Another Council member shall also serve on the Board of Directors of the Association. The third, and/or fourth and/or fifth members at large shall serve as alternates and their tenancy shall be at the discretion of the Board upon the recommendation of the Chair. All members shall have one vote in decision making as it is made by the Council.

A provision is hereby made to include other members of the Jobs Peak Ranch community to serve as an ALC advisory member for a term of one year. They shall be a non voting member. The advisory member shall be appointed by the Board of Directors upon a recommendation made the Chair. The Architectural Landscape Council (ALC) may at its option select a paid advisor from a Board of Directors approved list of qualified professionals, from time to time upon a majority vote of the ALC. Said paid advisors shall attend at the discretion of the ALC to advise the

Council on matters under consideration by the Council and may offer their expertise in those matters. Their remuneration shall be determined by the Board of Directors and be paid by the Association from collected submittal fees. All members of the ALC shall be unpaid volunteers and their personal liability shall be limited to within that called for by Nevada State law and the Jobs Peak Ranch CC&R's.

In the event that a vacancy is created on the Council the following shall be the method for replacement. A JPR member notice of a vacancy shall be posted to solicit interested parties to notify the Chair in writing. Said notice and response should include the time requirements, skills held to serve and short job description. The Chair will collect the applications and make a recommendation for appointment to the Board of Directors at their next regular meeting.

Jurisdiction

The Architectural Landscape Council (ALC) shall preside over all matters affecting the aesthetic quality of Jobs Peak Ranch. Those matters - among others as deemed appropriate by the Board of Directors - include: Open Space design and improvements, new residential construction, residential additions and exterior changes to existing residential structures. The ALC shall carry out its delegated functions with autonomy from the Association Board of Directors. This autonomy provision shall be so that the three remaining Directors on the Board will have the independence to rule on any appeal of a decision made by the ALC. It is the sole authority of the Board of Directors to set submittal fees, levy fines and modify rulings of the ALC. In the event that a member appeals a ruling of the ALC, an appeal request for a hearing shall be submitted to the Board of Directors within thirty (30) days from the date of said ruling. The ALC shall be consulted in the event of an appeal and timely submit a report of its decision to the Board of Directors. The two Board of Directors that are also serving on the ALC shall abstain from voting at the appeal hearing. In all circumstances the ALC shall operate within the conditions, covenants and regulations (CC&R's) of the Association.

Procedures

The Chair, or as designated, shall receive a submittal request from an interested party. Upon the submission of the design subject to review, the Chair shall decide the purview responsibilities of the request and delegate the submittal for review.

The delegation is decided by the extent affect of the design request upon the aesthetic nature to the community. Thus a MINOR change such as a color change on a residence or a landscape review for example shall not require a full ALC member review and be then delegated by the Chair to a single ALC member. A MEDIUM design change such as a building permitted modification, for example, a room addition shall be delegated to a two ALC member review. A MINOR or a MEDIUM modification requires a submittal request form to be completed delineating the name and address of the property and to what extent the modification encompasses. This form shall then be submitted to the ALC via the Property Manager. A MAJOR design modification such as the building permitted construction of a residence or a design modification to open space shall be submitted to the Chair and then be delegated to a full member ALC review. A design submittal fee may be charged at a rate as directed by the Jobs Peak Ranch Board of Directors.

A provision for ALC Chair delegation shall be made to an Associate ALC member to review a submittal request that is better suited, at the discretion of the Chair, for their expertise. For example, tree removal and or maintenance or construction supervision or construction pre construction or land /soil changes.

The Council shall meet as needed to perform its duties upon the notification by the Chair. The scope of work shall be to perform a through, fair and unbiased review, with the judgment criteria being the guidance of the CC&R's and the established ALC rules and regulations. The rules for review are subject to a change pending a majority vote of the ALC voting membership.

A review shall be conducted in a timely manner utilizing the published guidelines for said review. A major review shall require four full sets of engineer stamped plans, three of which will be returned to the applicant with a JPR-ALC stamp of approval or a letter of rejection. A conditional letter of approval may be issued by the Council for a design that substantially meets the required approval standards with corrections required or suggestions made by the Council. The Council review is limited to the exterior portion of the improvement and/or that structures affect on the lands surrounding the improvement and no improvement project is to proceed without said ALC approval. Two of the stamped sets are for the applicant's submittal to the Douglas County Building Department of which the ALC has requested that no building permit be issued without the ALC approved stamp.

In the event that a request for an improvement lies or encroaches outside of the building envelope into the adjacent lands; the addition of an impact plan must be included with the submittal. That is, a plan sheet delineating the extent of encroachment, a line of sight drawing showing the extent of a obstruction to an

immediate neighbor (if any) and from the immediate neighbor a letter stating the approval from that neighbor. The affected neighbor does not have the authority to disallow the encroachment or the improvement design. That authority rests solely with the ALC. The submittal design must include a "color board" and/ or samples of all exterior finishes. A color photograph and word description of the finish material and/or color shall be retained on file in the ALC approval documents.

The ALC shall publish ALC guidelines for the benefit of JPR members and interested parties and shall regularly advise the JPR membership that an ALC approval is required for any MAJOR, MEDIUM or MINOR modification to the exterior of a property prior to commencement of work. The ALC shall also provide general rules of construction for the conduct of workers on the job site to protect the quality of life and the environment of JPR.

The ALC shall engage an Associate ALC member as a field agent of the ALC to instruct and otherwise support the construction process following the ALC approval conditions and the approved set of plans. The field agent has, in an effort to facilitate the building process, ALC authority to make minor corrections or modifications on site. Such minor modifications may include a landscaping change or a color, stone or materials change providing that said change is minor and does not change the design concept that has been approved. The field agent will also conduct a "pre construction" meeting with the applicant, his general contractor and the excavation sub contractor prior to commencement of work. The field agent or an ALC member will conduct a final walk thru at completion of construction. A final landscape approval must be accomplished prior to the return of the landscape deposit.

The ALC may receive comments or complaints from the JPR membership or the Board of Directors from time to time and the ALC is charged with the responsibility to evaluate, investigate and report on such matters that only affect the aesthetic values of living in Jobs Peak Ranch.

Landscaping

A new construction plan for landscape improvements shall be submitted for ALC review. That plan shall include the types and shrubs that are indigenous to the area. A list of these varieties is published for the applicants review. The planting guidelines also include minimum sizes and protections for planting. Irrigation standards are also

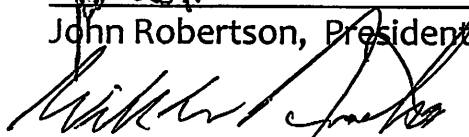
published to encourage the life of the plantings. This plan need not be prepared by a landscape architect, which is preferred, but is to be drawn by a licensed landscape contractor. The initial installation of plantings shall also be done by a licensed contractor with strict adherence to principals of soil erosion and grading.

A landscape deposit is to be required to ensure the successful completion of the project. An inspection by the field agent, or designee, at completion is necessary prior to the authorization for a deposit return is prepared.

This Charter is approved and adopted this 18 day of JANUARY 2013, by the Jobs Peak Ranch Board of Directors.



John Robertson, President



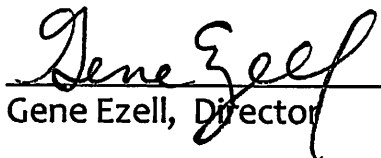
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