



c/o FCS Community Management, PO Box 5555, Draper, UT 84020

GENERAL INSTRUCTIONS FOR NEW CONSTRUCTION

Dear Owner/Builder Applicant, in order to build in the jurisdiction of the Jeremy Ranch Owners Association the following must be completed and returned for the Architectural Control Committee to review:

1. Complete all requirements on the Plan Application. An incomplete application and/or plans will be returned.
2. A plan application fee must accompany your submission. Please make a separate check payable to the Jeremy Ranch Owners Association, noting on the check the lot number, property address and "Plan Check Fee. No action will be taken until the fee is received.
3. Fill out, sign and submit an "Escrow Agreement" and submit with the Application together with a check in the amount of \$5,000.00, for the escrow deposit.
4. Sign and submit the "Acknowledgment and Agreement" form with the application.
5. All plans must be submitted electronically. Files must be compressed to no larger than 10MB.

When all the above is complete, submit all to FCS Community Management through the FCS web portal at <https://portal.hoaliving.com/>. If you have any difficulties, contact our manager, Michelle Leathers at JeremyRanch@hoaliving.com, or by calling FCS at 801.256.0465.