# CANYON RIDGE SPRINGS PROPERTY OWNERS ASSOCIATION OFFICIAL BALLOT FOR AMENDMENT TO BYLAWS AND COVENANTS, CONDITIONS AND RESTRICTIONS

# **PROPOSED CHANGES TO BYLAWS**

#### Proposal #1

Current Language	Proposed Language	Rationale for Changes
New Addition	Chronological Change History	Chronological Change History
None.	Add a chronological list of document changes. For	Adding a chronological history
	Mandatory Changes, the list will include the House	provides an easy-to-read
	Bill/Senate Bill or other order of law requiring the	reference.
	change. For Discretionary Changes, the list will	
	include the basis for the change.	
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/es	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. Bylaws, for the addition of Chronological Change History
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. Bylaws, for the addition of <b>Chronological Change History</b>

Current Language	Proposed Language	Rationale for Changes
ARTICLE FIVE, Directors, Section 2,	ARTICLE FIVE, Directors, Section 2, Qualifications	ARTICLE FIVE, Directors,
Qualifications and Number of	and Number of Directors	Section 2, Qualifications and
Directors		Number of Directors
A Director shall be a Member of the	A Director shall be a Member of the Association as	Full-time residents are in closer
Association as defined in these	defined in these Bylaws. The number of directors	proximity to and usually more
Bylaws. The number of directors shall	shall be five (5), at least three (3) of which shall be	familiar with the daily activities
be five (5). Four (4) shall be officers of	full-time residents in the subdivision. Four (4) shall	of the community. This change
the Board and hold the following	be officers of the Board and hold the following	does <u>not</u> preclude non-resident
positions: President, Vice President,	positions: President, Vice President, Secretary, and	Lot Owners from serving.
Secretary, and Treasurer. The fifth	Treasurer. The fifth member of the Board is a	
member of the Board is a Member at	Member at Large. The number of directors may be	PLEASE NOTE: If this
Large. The number of directors may	increased or decreased, from time to time by	Amendment is approved, the
be increased or decreased, from time	amendment of these Bylaws upon two-thirds (2/3)	Definitions section of the By-
to time by amendment of these	vote of the Members eligible to vote, using	Laws will be modified to
Bylaws upon two-thirds (2/3) vote of	approved voting methods described in these Bylaws,	include the following: "Full-
the Members eligible to vote, using	at the Annual Meeting, or by mailed ballot.	time Resident shall mean that
approved voting methods described	However, the number of directors shall not be	the Member's primary home is
in these Bylaws, at the Annual	decreased to less than three (3). No decrease shall	in the subdivision and that the
Meeting, or by mailed ballot.	have the effect of shortening the term of any	Member resides in such home
However, the number of directors	incumbent director.	for more than 183 days in a
shall not be decreased to less than		calendar year."
three (3). No decrease shall have the		
effect of shortening the term of any		
incumbent director.		

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. Bylaws, for ARTICLE FIVE, Directors, Section 2, Qualifications and Number of
	Directors
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. Bylaws, for ARTICLE FIVE, Directors, Section 2, Qualifications and
	Number of Directors

Current Language ARTICLE FIVE, Directors, Section 3, Election and Terms of Office	Proposed Language ARTICLE FIVE, Directors, Section 3, Election and Terms of Office	Rationale for Changes ARTICLE FIVE, Directors, Section 3, Election and Terms of Office
The term of office for each Board member shall be three (3) years. No Board member shall serve consecutive terms.	The term of office for each Board of Directors member shall be three (3) years. No Board of Directors member shall serve consecutive terms; however, if a vacating position cannot be filled, the Board may request the current Board member continue until a replacement is appointed.	This reduces the need to use POA funds to contract with third-parties to perform certain services required by the Bylaws when less than the required number of Members volunteers to serve.  An example is financial services performed by the POA Treasurer.

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. Bylaws, for ARTICLE FIVE, Directors, Section 3, Election and Terms of Office
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. Bylaws, for ARTICLE FIVE, Directors, Section 3, Election and Terms
	of Office

Current Language ARTICLE FIVE, Directors, Section 4, Powers and Duties New Addition	Proposed Language ARTICLE FIVE, Directors, Section 4, Powers and Duties	Rationale for Changes ARTICLE FIVE, Directors, Section 4, Powers and Duties
None.	v) Any individual expenditure under this Article shall be limited to an amount established annually at the Annual Meeting of the Members by the Board of Directors. Any expenditure exceeding this amount must be approved by a vote of at least 51% of the Members voting.	This imposes a cap on an individual Board expenditure and gives Members control over higher amounts.

Yes	 I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. Bylaws, for the addition of ARTICLE FIVE, Directors, Section 4 v), Powers and
	Duties
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. Bylaws, for the addition of ARTICLE FIVE, Directors, Section 4 v),
	Powers and Duties

Current Language ARTICLE SIX, Committees of the	Proposed Language ARTICLE SIX, Committees of the Association,	Rationale for Changes ARTICLE SIX, Committees of	
Association, Section 3, The	Section 3, The Infrastructure Monitoring	the Association, Section 3, The	
Infrastructure Monitoring	Committee	Infrastructure Monitoring	
Committee		Committee	
Section 3. The Infrastructure	Section 3. The Infrastructure Monitoring	The word "Monitoring" has	
Monitoring Committee. The	Committee. The Infrastructure Monitoring	been perceived as negative.	
Infrastructure Monitoring Committee	Committee (IC) shall consist of a Chairman, who		
(IMC) shall consist of a Chairman, who	shall be a member of the Board of Directors, and	The change in number of	
shall be a member of the Board of	at least two (2) but not more than three (3),	members is to formalize a	
Directors, and two (2) or more	members of the Association. Its purpose is to	process already in place.	
members of the Association. Its	monitor, report conditions of, suggest	Previously, multiple people	
purpose is to monitor, report	maintenance strategies for, and recommend	were notified about and	
conditions of, suggest maintenance	remedies to correct any deficiencies found in CRS	responded to the same issue,	
strategies for, and recommend	community-based physical resources such as	creating confusion and	
remedies to correct any deficiencies	shared roads, common recreational and security	redundancy. Today, three	
found in CRS community-based	structures, water and utilities systems, and	people are responsible for	
physical resources such as shared	grounds. The IC functions are as follows and may	infrastructure issues. Contact	
roads, common recreational and	be amended as needed:	information is posted on the	
security structures, water and utilities		community bulletin board and	
systems, and grounds. The IMC		the Canyon Ridge Springs	
functions are as follows and may be		website.	
amended as needed:			

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. Bylaws, for ARTICLE SIX, Committees of the Association, Section 3, The
	Infrastructure Monitoring Committee
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. Bylaws, for ARTICLE SIX, Committees of the Association, Section
	3, The Infrastructure Monitoring Committee

Current Language ARTICLE TWELVE, MISCELLANEOUS,	Proposed Language ARTICLE TWELVE, MISCELLANEOUS, Section 1,	Rationale for Changes ARTICLE TWELVE,
Section 1, Contracts	Contracts	MISCELLANEOUS, Section 1,
		Contracts
The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances.	The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances. Such contract must be presented to the Board for approval prior to execution.	This allows the Board, as POA fiduciary, to ensure bid requirements are met and contract terms are favorable to the community.

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. Bylaws, for ARTICLE TWELVE, MISCELLANEOUS, Section 1, Contracts
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. Bylaws, for ARTICLE TWELVE, MISCELLANEOUS, Section 1,
	Contracts

Current Language ARTICLE 12, MISCELLANEOUS, Section 8, Financial Records New Addition	Proposed Language ARTICLE 12, MISCELLANEOUS, Section 8, Financial Records	Rationale for Changes ARTICLE 12, MISCELLANEOUS, Section 8, Financial Records
None.	Section 8.4, Audit of Financial Records. The Board of Directors shall conduct an independent audit of its financial records within thirty (30) days following a vacancy in the position of Treasurer.	The Board reviews a financial report from the Treasurer each month and makes that information available to Members in Board meeting minutes. Audits, however, are at the discretion of the Board. This change makes an independent audit mandatory at the end of each Treasurer's term.

/es	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. Bylaws, for the addition of ARTICLE 12, MISCELLANEOUS, Section 8.4, Financial
	Records
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. Bylaws, for the addition of ARTICLE 12, MISCELLANEOUS, Section
	8.4, Financial Records

# PROPOSED CHANGES TO COVENANTS, CONDITIONS and RESTRICTIONS (CC&Rs)

Current Language	Proposed Language	Rationale for Changes
New Addition	Chronological Change History	Chronological Change History
None.	Add a chronological list of document changes. For	Adding a chronological history
	Mandatory Changes, the list will include the House	provides an easy-to-read
	Bill/Senate Bill or other order of law requiring the	reference.
	change. For Discretionary Changes, the list will	
	include the basis for the change.	

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association, Inc. CC&Rs, for the addition of <b>Chronological Change History</b>
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs, for the addition of Chronological Change History

Current Language II. DEFINITIONS	Proposed Language II. DEFINITIONS	Rationale for Changes II. DEFINITIONS
2.15 "Outbuilding"	2.15 "Outbuilding"	2.15 "Outbuilding"
"Outbuilding" means a structure distinguished from a Residence or Secondary Structure by being less than or equal to 150 square feet (e.g., a storage or utility shed).	"Outbuilding" means a structure distinguished from a Residence or Secondary Structure by being less than or equal to <u>250</u> square feet (e.g., a storage or utility shed).	The ARC has seen a trend toward larger storage and utility sheds. This applies the less-restrictive structural improvement requirements of an Outbuilding to buildings between 150 and 250 square feet (which current language categorizes as a Secondary Structure).

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association
	Inc. CC&Rs, for II. DEFINITIONS 2.15 "Outbuilding"
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs. for II. DEFINITIONS 2.15 "Outbuilding"

# **PLEASE NOTE: For Informational Purposes Only**

Current Language	Proposed Language	Rationale for Changes
II. DEFINITIONS	II. DEFINITIONS	II. DEFINITIONS
2.21 "Secondary Structure"	2.21 "Secondary Structure"	2.21 "Secondary Structure"
"Secondary Structure" means	"Secondary Structure" means structures of	NO VOTE IS REQUIRED.
structures of significant size (greater	significant size (greater than 250 square feet) and	This language will be modified
than 150 square feet) and includes	includes detached garages, workshops, guest	only if there is approval of
detached garages, workshops, guest	houses, and barns.	Proposal #9.
houses, and barns.		

Current Language	Proposed Language	Rationale for Changes
ARTICLE V, PLAN REVIEW,	ARTICLE V, PLAN REVIEW, CONSTRUCTION, and	ARTICLE V, PLAN REVIEW,
CONSTRUCTION, and	IMPROVEMENTS, Section 5.02 d), Standards for	CONSTRUCTION, and
IMPROVEMENTS, Section 5.02 d),	Approval	IMPROVEMENTS, Section 5.02
Standards for Approval		d), Standards for Approval
d) Approvals granted by the ARC will	d) Approvals granted by the ARC will be delivered	This administrative-only
be delivered to the Lot Owner(s) in	simultaneously, in writing, to the Lot Owner(s) and	change ensures the Board is
writing and the Board will be notified	the Board.	aware of ARC approvals or
of the approval.		denials at the same time as the
		Lot Owner. Currently, the ARC
		is required to notify the Board
		of its actions only in its
		monthly report to the Board.

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. CC&Rs, for ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS,
	Section 5.02 d), Standards for Approval
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs, for ARTICLE V, PLAN REVIEW, CONSTRUCTION, and
	IMPROVEMENTS, Section 5.02 d), Standards for Approval

Current Language ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS, Section 5.07 d), Construction Activities	Proposed Language ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS, Section 5.07 d), Construction Activities	Rationale for Changes ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS, Section 5.07 d), Construction Activities
d) The ARC may schedule an inspection with the Lot Owner(s) during construction. In the event that construction upon any Lot does not conform to the requirements set forth above, or otherwise does not conform to usual good construction practices in the area as determined by the Association, the Board shall have the authority to seek and obtain an injunction to stop such construction.	d) The Lot Owner or the Lot Owner's designee responsible for construction activities shall ensure compliance with all applicable federal, state, and local laws, ordinances, building codes and regulations that are requirements in connection with this construction, and obtain any necessary permits and approvals. The ARC may schedule an inspection with the Lot Owner(s) during construction. In the event that construction upon any Lot does not conform to the requirements set forth above, or otherwise does not conform to usual good construction practices in the area as determined by the Association, the Board shall have the authority to seek and obtain an injunction to stop such construction.	This clarifies the expectation and identifies who is responsible for compliance with all applicable construction activity requirements.

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. CC&Rs, for ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS
	Section 5.07 d), Construction Activities
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs, for ARTICLE V, PLAN REVIEW, CONSTRUCTION, and
	IMPROVEMENTS, Section 5.07 d), Construction Activities

Current Language ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS, Section 5.07, Construction Activities New Addition	Proposed Language ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS, Section 5.07, Construction Activities	Rationale for Changes ARTICLE V, PLAN REVIEW, CONSTRUCTION, and IMPROVEMENTS, Section 5.07, Construction Activities
None	g) In no instance shall any structure such as Outbuildings, Secondary Structures, Garages, or Decks be constructed prior to the Residence.	This clarifies and sets the appropriate expectation. The ARC currently does not approve these types of structures unless they are in conjunction with the construction of or as an Improvement to the Residence.

res	rapprove the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. CC&Rs, for the addition of <b>ARTICLE V, PLAN REVIEW, CONSTRUCTION, and</b>
	IMPROVEMENTS, Section 5.07 g), Construction Activities
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs, for the addition of ARTICLE V, PLAN REVIEW,
	CONSTRUCTION, and IMPROVEMENTS, Section 5.07 g), Construction Activities

Current Language Section 5.08 a), Setback Requirements, Utility Easement and Protected Common Areas	Proposed Language Section 5.08 a), Setback Requirements, Utility Easement and Protected Common Areas	Rationale for Changes Section 5.08 a), Setback Requirements, Utility Easement and Protected Common Areas
a) Official Plat filings prohibit any structure from being located or erected nearer than 50 feet to the front line abutting the Street. A variance must be filed with the appropriate county.	a) Official Plat filings prohibit any structure from being located or erected nearer than 50 feet to the front line abutting the Street. When measured from the pin at the center of the street, this becomes 80 feet, calculated using the 50 feet requirement stated above, and a standard Street width of 30 feet and easements of 15 feet on either side of the Street, as shown on the Official Plat filings. A variance must be filed with the appropriate county.	This change is for clarification only and restates the setback requirement <u>IF</u> measured from the pin at the center of the street.

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. CC&Rs, for Section 5.08 a), Setback Requirements, Utility Easement and
	Protected Common Areas
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs, for Section 5.08 a), Setback Requirements, Utility
	Easement and Protected Common Areas

Current Language	Proposed Language	Rationale for Changes
Section 5.09 b1), Improvement	Section 5.09 b1), Improvement Specifications,	Section 5.09 b1), Improvement
Specifications, Designs and Materials	Designs and Materials	Specifications, Designs and
		Materials
b) Approved specifications and	b) Approved specifications and materials are as	This removes a previous
materials are as follows:	follows:	restriction by permitting the
		use of cement board products
1) Brick, stucco, or stone masonry	1) Brick, stucco, or stone masonry must cover 80%	on the sides of the Residential
must cover 80% of the exterior wall	of the exterior wall surfaces for all stories on the	structure.
surfaces for all stories on the front	front of all Residential structures; if not brick, stucco	
and both sides of all Residential	or stone masonry on exterior side wall surfaces,	Materials required on the rear
structures. Authentic log cabin style	cement board products may be used. Authentic log	wall surfaces of the Residence
homes are permissible. NOTE: "front"	cabin style homes are permissible. NOTE: "front" of	are covered in a subsequent
of residential structure means the	residential structure means the side facing the	section.
side facing the Street with the	Street with the driveway for primary entrance.	
driveway for primary entrance.		

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association, Inc. CC&Rs, for Section 5.09 b1), Improvement Specifications, Designs and Materials
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners Association, Inc. CC&Rs, for <b>Section 5.09 b1), Improvement Specifications, Designs and Materials</b>

Current Language Section 5.09 b5), Improvement Specifications, Designs and Materials	Proposed Language Section 5.09 b5), Improvement Specifications, Designs and Materials	Rationale for Changes Section 5.09 b5), Improvement Specifications, Designs and Materials
b) Approved specifications and materials are as follows:	b) Approved specifications and materials are as follows:	Based on evaluation of CCRs for our nearest neighboring communities, the minimum
5) Each Residential structure shall be at least 30 feet in width and shall contain 1,750 square feet of finished, heated and air conditioned living space—exclusive of porches (open or covered), decks, and garages.	5) Each Residential structure shall be at least 30 feet in width and shall contain a minimum of 2,000 square feet of finished, heated and air conditioned living space—exclusive of porches (open or covered), decks, and garages. This minimum square footage shall apply to any new Lot Owner after December 31, 2023.	square footage ranges between 2,000 and 2,350. An increase has been requested by Members to help keep pace with comparable home values in nearby communities.

Yes	I approve the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. CC&Rs, for Section 5.09 b5), Improvement Specifications, Designs and
	Materials
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs, for Section 5.09 b5), Improvement Specifications, Designs
	and Materials

Current Language Section 5.09 b6), Improvement Specifications, Designs and Materials	Proposed Language Section 5.09 b6), Improvement Specifications, Designs and Materials	Rationale for Changes Section 5.09 b6), Improvement Specifications, Designs and
		Materials
b) Approved specifications and	b) Approved specifications and materials are as	This clarifies a requirement
materials are as follows:	follows:	that has been misinterpreted in
		the past.
6) All garages must match any of the	6) Garages are required and may be attached or	
materials used on the Residence and	detached. Garages must match any of the materials	NOTE: Detached garages are
be an enclosed structure that is a	used on the Residence and be an enclosed structure	considered Secondary
minimum of 18 feet wide.	that is a minimum of 20 feet deep and 18 feet wide.	Structures.

res	 rapprove the Amendment to Canyon Ridge Springs Property Owners Association,
	Inc. CC&Rs, for Section 5.09 b6), Improvement Specifications, Designs and
	Materials
No	I do not approve the Amendment to Canyon Ridge Springs Property Owners
	Association, Inc. CC&Rs, for Section 5.09 b6), Improvement Specifications, Designs
	and Materials

Proposal #17		
Current Language Section 5.09 b7), Improvement Specifications, Designs and Materials	Proposed Language Section 5.09 b7), Improvement Specifications, Designs and Materials	Rationale for Changes Section 5.09 b7), Improvemen Specifications, Designs and Materials
b) Approved specifications and materials are as follows:	b) Approved specifications and materials are as follows:	This change offers the Membe less restriction for materials used in the construction of
7) Outbuildings readily visible from the Street and all Secondary Structures must match the materials used on or planned for the Residence. Outbuildings secluded from the Street must use approved materials. Outbuildings that will be visible from the Street and Secondary Structures to be built prior to the construction of the Residence require approval of the plans for the Residential Structure before the Outbuilding or Secondary Structure can be approved.	7) Outbuildings readily visible from the Street and all Secondary Structures must match <u>any of</u> the materials used on the Residence. Outbuildings secluded from the Street must use approved materials.	Outbuildings and Secondary Structures.  This also provides clarification consistent with Proposed Change #12. The ARC currently does not approve these types of structures unless they are in conjunction with the construction of or as an Improvement to the Residence
	the Amendment to Canyon Ridge Springs Property Owner, for Section 5.09 b7), Improvement Specifications, Des	
	prove the Amendment to Canyon Ridge Springs Propert n, Inc. CC&Rs, for <b>Section 5.09 b7), Improvement Specif</b> rials	-
	Thank you for your participation.	
Completed ballots must	be received by the Association by mail no lat	er than May 22, 2023
DATE	LOT OWNER'S SIGNATURE	

LOT NUMBER(S)