

Homestead in the Willows Residential Improvement Guidelines

October 2018



Homestead in the Willows Homeowners Association
5896 East Geddes Avenue, Centennial, Colorado 80112 * 303-793-0230



Table of Contents

I.	Introduction	1
II.	Specific Types of Improvements	3
III.	Procedures for Architectural Committee Approval	11
IV.	Construction Period Regulations	13

Previous Editions

Issued	March 8, 1993
Updated	August, 1994
Updated	July, 1995
Updated	January, 1997
Updated	January, 2002
Updated	February, 2005
Updated.....	August, 2010
Updated.....	July, 2012
Updated.....	July, 2013
Updated.....	July, 2015
Updated.....	October, 2018

Homestead in the Willows

RESIDENTIAL IMPROVEMENT GUIDELINES

I. INTRODUCTION

1.1 Basis for Guidelines

These Residential Improvement Guidelines are intended to assist homeowners in Homestead in the Willows ("Homestead") in the making of landscaping and other exterior improvements to their property.

The Declaration of Covenants and Restrictions for Homestead in the Willows Homeowners Association ("Declaration") requires prior approval of the Architectural Control Committee (herein "Architectural Committee") before any "Improvement to Property" involving a residential lot in Homestead in the Willows.

"Improvement to Property" is the erection, placement or alteration of any landscaping, building, fence or other structure of any nature on any lot, and includes, without limitation, any change of the grade of property; the construction or installation of any accessory building, patio, deck, pool or hot tub, play or sporting equipment; the demolition or removal of any building or other improvement; and any change of exterior appearance of a building or other improvement, or landscaping. In order to assist homeowners, the Board of Directors of Homestead ("Board") hereby establishes these guidelines and certain pre-approved designs for several types of Improvements to Property and to exempt certain Improvements to Property from the requirement for approval. This packet contains the guidelines adopted by the Board with respect to all residential property.

1.2 Contents of Guidelines

In addition to the introductory material, these Guidelines contain (a) a listing of specific types of improvements which homeowners might wish to make with specific information as to each of these types of improvements; (b) a summary of procedures for obtaining approval from the Architectural Committee; and (c) some pre-approved designs.

1.3 Architectural Committee

Appointed by the Board of Homestead, The Architectural Committee consists of three or more persons who need not be members of the Association. The Architectural Committee may act for the Board to the extent set forth in the Declaration. The Architectural Committee is charged with evaluation of each proposed change submitted by a home owner based on that proposal's conformance with the established community harmony in use of materials, design, color, size, and adherence to these guidelines and other covenants and setbacks.

1.4 Architectural Committee Address and Phone

The address of the Architectural Committee will be the same as the address of the Community Association. The present address of the Architectural Committee is 5896 East Geddes Avenue, Centennial, Colorado 80112. The phone number of the community office is 303-793-0230.

1.5 Effect of Declaration

The Declaration is a document governing property within Homestead. Copies of the Declaration are given to new homebuyers when they purchase their homes at closing. Each homeowner should review and become familiar with the Declaration. Nothing in these Guidelines can supersede or alter the provisions or requirements of the Declaration and, if there is any conflict or inconsistency, the Declaration will control. Provisions relating to the use of property and to improvements to property are found in Article VII and VIII of the Declaration.

1.6 Effect of Governmental and Other

Regulations Use of property and Improvements to Property must comply with applicable building codes and other governmental requirements and regulations. Approval by the Architectural Committee will not constitute assurance that improvements comply with applicable governmental requirements or regulations or that a permit or approvals are not also required from applicable governmental bodies. For general information about the City of Centennial and Arapahoe County requirements, homeowners may write or call the City of Centennial Offices, 13133 E Arapahoe Road, Centennial, CO 80112 – 303-754-3321 or visit www.centennialco.gov .

1.7 Interference with Utilities

In making Improvements to Property, homeowners are responsible for locating all water, sewer, gas, electrical, cable television or other utility lines or easements. Homeowners should not construct any improvements over such easements without the consent of the utility involved and homeowners will be responsible for any damage to any utility lines. All underground utility lines and easements can be located by contacting the Utility Notification Center of Colorado, at www.colorado811.org or calling 811 or toll-free 1-800-922-1987.

When you contact the Utility Notification Center of Colorado a notice is sent to utility or facility owners who have gas, electric, cable TV, phone or other lines near your property. Many utility companies only mark the location of their lines up to your property boundary.

Utility lines inside your property boundaries are called "private lines" or "private facilities" and you are responsible for being sure that the lines inside of your property boundaries are properly marked. There are companies who will mark the lines inside of your property boundaries but they do charge a fee for that service. The failure to mark lines inside of your property boundaries and the cutting or damage to those lines can result in serious personal injury or death. You will be responsible for any damage to any lines on your property regardless of who marks the lines.

You will find a list of private facility locators at <http://colorado811.org/web/guest/privatelocatecompanies>

1.8 Goals and Objectives of Guidelines

Compliance with these Guidelines and the provisions of the Declaration will help preserve the inherent architectural and aesthetic quality of Homestead. It is important that the Improvements to Property be made in harmony with and not detrimental to the rest of the community. A spirit of cooperation with the Architectural Committee and neighbors will go far toward creating an optimum environment that will benefit all homeowners.

By following these Guidelines and obtaining approvals for Improvements to Property from the Architectural Committee, homeowners will be protecting their financial investment and will help insure that Improvements to Property are compatible with standards established for Homestead in the Willows. If a question ever arises as to the correct interpretations of any terms, phrases or language contained in these Guidelines, the Architectural Committee's interpretation thereof shall be final and binding.

II. SPECIFIC TYPES OF IMPROVEMENTS - GUIDELINES.

2.1 General

Following is a listing, in alphabetical order, of a wide variety of specific types of improvements which homeowners typically consider installing, with pertinent information as to each. Unless otherwise specifically stated, drawings or plans for a proposed Improvement to Property must be submitted to the Architectural Committee and the written approval of the Architectural Committee obtained before the improvements are made. In some cases, where it is specifically so noted, a homeowner may proceed with the improvement without advance approval by the Architectural Committee if the homeowner follows the stated guidelines. In some cases, where specifically stated, and in addition to the restrictions in Articles VII and VIII of the Declaration, a type of improvement is prohibited. If you have in mind an improvement not listed below, Architectural Committee approval is required.

2.2 Accessory Buildings

Architectural Committee approval is required. Must be constructed of wood or other materials resembling the materials used on the exterior of the home. Must be of the same or generally recognized as a complimentary architectural style and color as that of the residence. See Sheds.

2.3 Additions and Expansions

Architectural Committee approval is required. Additions or expansions to the home will require submission of detailed plans and specifications.

2.4 Address Numbers -- See Signs.

2.5 Advertising -- See Signs.

2.6 Air Conditioning Equipment

Architectural Committee approval is required. Air conditioning equipment installed in the side yard or in a window of the house should not be immediately visible to adjacent property owners. It should be installed in such a way that any noise to adjacent property owners is minimized. Landscaping and screening of the unit may also be required. Installation of air conditioning equipment on the roof will not be permitted.

2.7 Antennas/Satellite Dishes

Under Article VIII, Section 2.c of the Declaration, exterior radio or television antennas may not be erected in the community. However, the Telecommunications Act of 1996 ("Act") was signed into law on February 8, 1996. Pursuant to the Act, the Federal Communication Commission ("FCC") adopted a rule effective October 14, 1996 ("the FCC Rule"), preempting certain restrictions in the governing documents of homeowner's associations concerning the installation, maintenance, and use of direct broadcast satellite ("DBS"), television broadcast ("TBS"), and multi point distribution service antennas ("MMDS") ("antennas/dishes").

In response to the FCC rule and due to the development of recent technology, the Architectural Committee adopts the following reasonable restrictions and guidelines governing installation, maintenance, and use of antennas/dishes in the best interest of the Community and consistent with the FCC rule.

A. Antenna Size and Type -- DBS and MMDS antennas/dishes that are one meter (39") or less in diameter and for personal use of a homeowner may be installed. DBS and MMDS antennas/dishes larger than one meter are prohibited.

All antennas/dishes not covered by the FCC Rule are prohibited.

B. Location -- All antennas/dishes shall be installed with emphasis on being as unobtrusive as possible to the community. To the extent that reception is not substantially degraded or costs are unreasonably increased, all antennas/dishes shall be screened from view from any street and nearby lots to the maximum extent possible, and placement shall be made in the following order of preference:

- a. Inside the structure of the house, not visible from the street.
- b. Backyard or side yard behind and below fence line.
- c. Backyard or side yard, mounted on house, in the least visible location below roofline
- d. Side yard in front of wing fence, screened by and integrated into landscaping
- e. Front yard screened by and integrated into landscaping
- f. Back rooftop

If more than one location on the property allows for adequate reception, the order of preference described above shall be used and the least visible site shall be selected.

If the selected site is not inside the structure, or in the back or side yard below the fence line, (B.1.a. and B.1.b.) the Owner shall complete a notification form and deliver it to the Association, along with a statement signed by the Owner and the installer of the antenna/dish stating that all positions described in paragraph B.1 have been tried in order of rank, and that the site of installation is the first site whereby an acceptable quality signal can be received. For example, if an acceptable quality signal is available from a site in the backyard below fence level, sites listed below B.1.b. (c.,d.,e., and f.) are not acceptable.

Antennas/dishes shall not encroach upon common areas or any other Owner's property.

C. Installation -- All installations must comply with all applicable codes, and must be secured so they do not jeopardize the safety of residents or cause damage to adjacent properties. Any mast installation must strictly comply with FCC guidelines.

All antennas/dishes shall be no larger, nor installed more visibly than is necessary for reception of an acceptable quality signal.

Owners are responsible for all costs associated with the antenna/dish, including but not limited to costs to install (or replace), repair, maintain, relocate, or remove the unit.

All cabling must be run internally when feasible, must be securely attached, and must be as inconspicuous as possible. Antennas/dishes, masts and any visible wiring may be required to be painted to match the color of the structure to which it is installed. (Check with your installer/vendor for appropriate type of paint.)

Except as otherwise provided herein above, to the extent not prohibited by the FCC rule, approval of the location, height, materials and other features regarding the appearance of any antenna/dish shall be submitted in accordance with the Declaration.

NOTE: Antenna registration with the Architectural Committee is in no way to be construed as a representation, guaranty, warranty, etc. by the Architectural Committee and/or the Association that reception and/or transmission signals will be adequate or will remain undisturbed by vegetation or Improvements located on surrounding properties. Any antenna/dish installation not in compliance with these rules and guidelines may result in a fine against the owner, following Notice and Hearing and such further action, legal or otherwise, as permitted by the Declaration or statute. If any provision of these guidelines is ruled invalid or unenforceable, the remainder of these guidelines shall remain in full force and effect.

2.8 Awnings -- See Overhang.

2.9 Balconies -- See Decks.

2.10 Basketball Backboards

Architectural Committee approval is not required if garage mounted with backboard painted to match or is generally recognized as a complement to existing color scheme of the residence or if backboard is painted a standard white. Location of a permanent or fixed free standing, pole mounted backboard in front yard is subject to Architectural Committee approval.

2.11 Bay Windows -- See Windows.

2.12 Birdbaths

Architectural Committee approval is not required.

2.13 Boats -- See Motor Homes.

2.14 Cable TV Antenna -- See Antennas/Satellite Dishes.

2.15 Campers -- See Motor Homes.

2.16 Carport

Architectural Committee approval required.

2.17 Chimneys & Fireplaces – Architectural Committee approval is required. Chimney chase to be brick and/or lap siding enclosed on the outside with venting to the top. Venting out the front of the house is not approved.

2.18 Circular Drives -- See Drives.

2.19 Clothes Lines and Hangers

Architectural Committee approval is required for temporary clotheslines or clothes drying structures in the backyard. Permanent clotheslines are not permitted.

2.20 Cloth or Canvas Overhangs -- See Overhangs.

2.21 Compost Bins

Architectural Committee approval is not required. Homeowner consideration should be made to potential odors to adjacent neighbors and open space.

2.22 Decks

Architectural Committee approval is required.

Must be wood or other synthetic material similar to or compatible with the material of the residence, and if painted, a similar or generally accepted complementary color to the residence. Must be installed as an integral part of the residence and patio area. Must be located so as not to obstruct or significantly diminish the view of adjacent property owners or which use permits an unreasonable level of noise for adjacent property owners.

2.23 Dog Runs

Architectural Committee approval is required. They should be substantially screened from view and limited in size to 500 square feet and no more than five feet high in maximum height and constructed of wood and or 2" x 2" wire mesh with wood posts and rails.

2.24 Doors

Architectural Committee approval is required for the painting, change or addition of screen or other type doors to a home or an accessory building.

Front doors should be painted, paneled doors with Colonial-style, obscure or clear glass accents. Refer to HOA style board in the HOA office for approved doors and sidelights. Front doors that are wood stained or have art glass representative of Victorian, Art Deco or Craftsmen styles are not approved.

Garage doors should be square or horizontal paneled, painted the color of the siding with understated handles. Garage doors must be painted to match the house body color. Strap or other style hinges and vertical paneled styles are not approved. Refer to HOA style board in the HOA office for approved doors.

2.25 Drainage

Architectural Committee approval is required for any change affecting drainage. There should be no interference with the established drainage pattern over any property except as approved in writing by the Architectural Committee. The established drainage pattern means the drainage pattern as engineered and constructed by Sanford Homes Incorporated prior to (or in some cases,

immediately following) conveyance of title from Sanford to the individual homeowner.

When installing your landscaping, it is very important to ensure that water drains away from the foundation of the house and that the flow patterns prevent water from flowing under or ponding near or against the house foundation, walkways, sidewalks, and driveways. Water should flow fully over walkways, sidewalks, or driveways into the street. The Architectural Committee may require a report from a drainage engineer at the homeowner's expense, as part of landscaping or improvement plan approval. Landscaping should conform to the established drainage pattern.

2.26 Driveways

Replacement, extension or expansion of driveways requires Architectural Committee approval. Circular driveways are prohibited. Material will be standard concrete.

2.27 Dumpsters -- See Temporary Structures

2.28 Emergency Vehicle Parking

Any homeowner whose current employment as an emergency services provider or status as a volunteer fireman requires the parking of an emergency vehicle within the community at specified hours may do so provided that;

- a) the vehicle weighs less than 10,000 pounds,
- b) the vehicle properly displays an official emblem, and
- c) the parked vehicle does not obstruct normal or emergency access to the neighborhood.

2.29 Evaporative Coolers -- See Air Conditioning Equipment.

2.30 Exterior Lighting -- See Lights and Lighting.

2.31 Fences

A. General Statement -- Perimeter fences constructed by the Homeowners Association may not be removed, replaced, painted a different color or altered, including adding a gate, without approval of the Architectural Committee. Perimeter fences facing open space or greenbelts originally constructed by Sanford Homes as split rail fences are the responsibility of the homeowner and should remain split rail. Any other private fences and/or walls are the responsibility of the homeowner.

B. Drainage under Fencing -- It is important to remember that certain drainage patterns may exist along or under proposed fence locations. When constructing a fence, be sure to provide for a space of 2" to 3" between the bottom of the fence and the ground elevation so as not to block these drainage patterns.

C. Fences Requiring Architectural Committee Approval --

Any fence improvement or replacement will require Architectural Committee approval. Alternative fence types and locations which would require Architectural Committee approval include, without limitation, the following:

1) Front yard property line fencing -- Height limitation will be three feet six inches (3-rail maximum) and for landscape accent only. Fencing of entire front yard is not acceptable.

2) Property Line or Perimeter -- Height limitation will be six feet. Pickets will be vertical placed at least 18 inches from public sidewalk.

3) Chain-link or welded wire property line fencing -- Chain link fencing which includes fabric wire fencing metal posts and rails of any type or design are specifically prohibited in Homestead.

4) Fences located within property line -- (Not considered a property line fence). Must be an integral part of the landscape design.

The Architectural Committee will look favorably upon fences which are similar to those initially constructed within Homestead in the Willows by the Association or Sanford Homes Incorporated with the distance between posts or pilasters being the same, and using similar materials and colors. No plastic, chicken wire, barbed wire or strand wire or will be allowed. However, poultry wire with 1" x 2" or 2" x 2" wire spacing will be allowed over "split rail" fencing.

Wood material used for any fence may be unstained cedar or redwood, or other rough sawn materials stained with an approved color to match adjacent fencing. All property line fence height differentials must be treated with a section of transition fence. As to lots with a slope rising away from the house, the Architectural Committee will consider a privacy fence located on the property line at the top of the slope, or a three foot six inch open fence on the property line at the top of the slope. In this case a landscaping and maintenance plan for the slope area may be required by the Architectural Committee.

2.32 Firewood Storage -- See Wood Storage.

2.33 Flags and Flagpoles

The American flag may be displayed on a homeowner's property, window or balcony. United States service flags may be displayed from a window or door within the interior structure of a home. Architectural Committee approval is required for the placement of a flagpole. Any approved flagpole may not exceed the height of the peak roofline of the house.

2.34 Garbage Containers and Storage Areas -- See Trash Storage.

2.35 Gardens – Flower

Architectural Committee approval is not required. All flower gardens must be weeded, cared for and carefully maintained.

2.36 Gardens – Vegetable

Architectural Committee approval is not required if located in the rear or side yard and substantially screened from view of adjacent homeowners.

2.37 Gazebos -- See Accessory Buildings. Must be an integral part of the landscape plan. Must be similar in material and design to the residence and the color must be accepted by the Architectural Committee as a complementary color to the exterior of the residence.

2.38 Grading and Grade Changes -- See Drainage.

2.39 Greenhouses

Architectural Committee approval is required. If approved, it may not be larger than 10 feet by 20 feet.

2.40 Hanging of Clothes -- See Clotheslines and Hangers.

2.41 Hot Tubs

Architectural Committee approval is required. Must be an integral part of the deck or patio area and of the rear yard landscaping. Must be in the rear yard. Must be installed in such a way that it is not immediately visible to adjacent property owners and that its use does not create an unreasonable level or noise for adjacent property owners.

2.42 Inoperable Vehicles

No abandoned or inoperable vehicle of any kind shall be stored, parked or repaired on any Lot unless it cannot be seen from any street or other Property. An abandoned or inoperable vehicle shall be defined as any vehicle which has not been driven under its own propulsion for a period of seventy-two (72) hours or longer, or which does not have an operable propulsion system installed therein or which is not then currently licensed and registered; provided however, that otherwise permitted vehicles parked by homeowners while on vacation or during a period of illness, shall not be deemed to be abandoned.

2.43 Irrigation Systems

Underground manual or automatic irrigation systems will not require approval of the Architectural Committee.

2.44 Jacuzzi -- See Hot Tubs.

2.45 Junk Vehicles -- See Inoperable Vehicles.

2.46 Kennels -- See Dog Runs.

If kennel structure is desired, Architectural Committee approval will be required.

2.47 Landscape -- Changes

Any landscaping redesign that incorporates contour changes (see Drainage, 2.24), structural additions or alterations will require the submission of a change form and Architectural Committee approval. Natural rock, railroad ties and other natural materials are preferred for edging. The Committee will give fair and equitable consideration to landscaping designs using xeriscape principles, as well as wild-fire resistant landscaping strategies. With any changes damaging HOA property, the homeowner is responsible financially to bring HOA property back to its original condition, working through the HOA.

2.48 Landscape -- Maintenance

Homeowners are responsible for reasonable maintenance of their property. Landscaping, including lawns, should be sufficiently cut, pruned, weeded and watered to sustain property values and a pleasing environment for neighbors. Debris and dead foliage (bushes, branches or trees) should also be removed from the property. Watering restrictions imposed by an official water authority supersede normal community landscape maintenance requirements. After the official cessation of drought restrictions, homeowners are allowed 60 days to restore drought-impaired plantings and sod; extensions will apply for intervening fall and winter months.

2.49 Latticework

Architectural Committee approval is required.

2.50 Lights and Lighting

Architectural Committee approval is not required for exterior lighting if in accordance with the following guidelines: exterior lights must be conservative in design and be as small in size as is reasonably practical. Exterior lighting should be directed towards the house and be of low wattage to minimize glare sources to neighbors and other homeowners. Lighting for walkways

generally should be directed to the ground. Lights on poles should be placed on wooden standards. Lighting fixtures should be dark colored so as to be less obtrusive. Low voltage lighting offers safety advantages over conventional house-voltage systems. Any variance from these guidelines or use of high-wattage spotlights or floodlights, require Architectural Committee approval.

2.51 Microwave Dishes -- See Antennas/Satellite Dishes.

2.52 Motor Homes -- Not permitted to be located or parked permanently in residential lots. Existing City ordinances provide that no oversized recreation vehicles, campers, campers not on a truck, boats, motor homes, horse trailers or other "unattended" tractors, motor homes or trucks (other than pickup trucks) may be stored or parked in such a manner as to be visible from any other property for longer than 48 hours in the same place or general area. Such vehicles may be kept only within garages or enclosed structures approved by the Architectural Committee (or within parking areas if any, which may hereafter be designated by the Community Association for storage and parking of such vehicles).

2.53 Ornaments -- Architectural Committee approval is not required if installed in rear yard and of a height less than three (3) feet. Small front yard ornaments less than one (1) foot in height do not require approval, if ornament is at ground level, and color and design integrate into landscape. Temporary seasonal ornaments are exempt but must be removed within thirty days after the conclusion of the holiday or seasonal event.

2.54 Overhangs - Cloth or Canvas

Architectural Committee approval is required. The color must be the same as or generally recognized as a complementary color to the exterior of the residence as approved by the Architectural Committee.

2.55 Painting

Architectural Committee approval is required for any and all exterior painting. The Homestead Colonial color palette is available at the office.

Paint may be color-matched from Benjamin Moore, Sherwin Williams or similar suppliers. A muted color palette is recommended for house siding; darker and brighter colors limited to accent use. Porch ceilings should be white or natural wood. Consideration will be made as to the color of other homes on the block as no two contiguous homes may have identical color schemes.

2.56 Patio Covers

Architectural Committee approval is required. Must be constructed of wood or material generally recognized as complimentary to the home and be similar or generally recognized as complementary in color to the colors in the home. Free-standing patio covers may be permitted as well as extensions of the roof. All patio covers shall be roofed to match the existing residence. (See Roofing).

2.57 Patios – Enclosed -- See Additions and Expansions.

2.58 Patios - Open

Architectural Committee approval is required. Must be an integral part of the landscape plan and must be located so its use does not permit an unreasonable level of noise for adjacent property owners. Must be similar or generally accepted as a complimentary color and design of the residence.

2.59 Paving

Architectural Committee approval is required, regardless of whether for walks, driveways, patio areas, or other purposes and regardless of whether concrete, asphalt, brick, flagstones, stepping stones, pre-cast patterned or exposed aggregate concrete pavers are used as the paving material.

2.60 Pipes -- See Utility Equipment.

2.61 Play and Sports Equipment

Architectural Committee approval is required. The equipment must be reasonable for the space and any colored pieces or surface areas should be muted colors. A drawing of the location must be submitted and consideration will be made to views and impact on adjacent neighbors.

2.62 Pods —See Temporary Structures

2.63 Poles -- See Flagpoles, Utility Equipment, Basketball Backboards, etc.

2.64 Pools - Architectural Committee approval is required. Above-ground pools will be discouraged. See Hot Tubs.

2.65 Radio Antennae -- See Antennas/Satellite Dishes.

2.66 Railing –Architectural Committee approval is required. Railings must be wood or black wrought iron with square or rectangular posts or spindles. Front porch spindles to be 2 in. sq. only. Powder coated steel may be in bronze, black or white. Plastic material, round posts and glass inserts are not approved

2.67 Roofing

Architectural Committee approval is required. All residential structures shall be: (1) roofed and re-roofed with minimum #1 grade red cedar shakes, hand split, ½” or ¾” and re-sawn "blue label certisplit mediums 24" long x 1/2" thick with 10" exposures; or (2) roofed with man-made shingles that have been approved by the Architectural Committee. The ACC does not approve asphalt laminate products of less than three layers (tri-cut) or metal roofing. Homeowners are responsible for ensuring that only approved products are installed. Refer to “Roofing Materials guidelines”.

2.68 Saunas -- See Accessory Buildings.

2.69 Screen Doors -- See Doors.

2.70 Sewage Disposal Systems

Architectural Committee approval is required. Cesspools, septic tanks or other non-central systems other than recycling systems will not be approved. See Article VI of the Community Declaration.

2.71 Sheds

Architectural Committee approval is required. Materials should normally be wood or materials

similar to materials on the exterior of the house. Sheds should be screened by a fence and should preferably be located in the side yard. Must be the same or generally accepted as a complimentary color to colors on the exterior of the house. May not be more than a single story, 8 feet high, and 10 feet x 8 feet. Roofing shall match existing residence. Prefab shed products are not approved.

2.72 Shutters -- Exterior

Architectural Committee approval is required. Wood or man-made material simulating wood with slotted vanes, straight-edged, and of an approved color. Must be proportionate to windows so that each shutter, if closed, would cover half of the window. Vinyl shutters, narrow shutters not proportionate to windows, cathedral arches and cut-out designs are not approved.

2.73 Siding

Architectural Committee approval is required. Wood lap or existing wood shingle, 5 in. or 8 in. reveals on laps. Metal and plastic siding are not approved.

2.74 Signs (Compliant with City Ord. 2007-O-09).

Temporary (1) garage sales signs no more than six square feet in area; or (2) property for sale, rent or lease signs no more than four feet in height and no more than six square feet in area and professionally printed: may be installed on the lot without Architectural Committee approval provided there is not more than one sign per lot. See Article VIII, Section 2c of the Declaration. Political signs referencing candidates or ballot issues may be placed on a lot or inside a window up to 55 days prior to an election; provided that no sign exceeds six square feet, and the owner removes all political signs from public view within five days after the conclusion of the election. No lighted signs will be permitted.

2.75 Skylights

Architectural Committee approval is required.

2.76 Solar Energy Devices

Architectural Committee approval is required. Upon review, the Architectural Committee may impose reasonable restrictions in accordance

with Colorado law (see below) while maintaining neighborhood aesthetics.

C.R.S. 38-30-168. Unreasonable restrictions on solar energy devices void

(1) After May 25, 1979, any covenant, restriction, or condition contained in any deed, contract, security instrument, or other instrument affecting the transfer or sale of, or any interest in, real property solely on the basis of aesthetic considerations which effectively prohibits or restricts the installation or use of a solar energy device, as defined in section 38-32.5- 100.3, is void and unenforceable.

(2) Subsection (1) of this section shall not apply to aesthetic provisions which impose reasonable restrictions on solar energy devices and which do not significantly increase the cost of the device.

2.77 Spas -- See Hot Tubs.

2.78 Sprinkler Systems -- See Irrigation Systems.

2.79 Storage-Sheds -- See Sheds.

2.80 Sunshades -- See Overhangs.

2.81 Swamp Coolers -- See Air Conditioners.

2.82 Swing Sets -- See Play and Sports Equipment.

2.83 Television Antennae -- See Antennas/Satellite Dishes.

2.84 Temporary Structures

Architectural Committee approval is required. Camping tents for occasional play by children will not require Architectural Committee approval if left up for no longer than 72 hours. For permanent sheds, see Sheds.

Pods and Dumpsters (for construction purposes see section 4.3). Written notification must be given to the HOA office prior to the installation of any pod or dumpster not used for construction purposes. The City of Centennial's Land Development code states that pods may not be situated on residential property for more than seven days. If a dumpster is needed for longer than seven days, ACC approval is required.

- 2.85 Temporary Vehicles** -- See Motor Homes; Inoperable Vehicles.
- 2.86 Trailers** -- See Motor Homes.
- 2.87 Trash Containers and Enclosures**
Architectural Committee approval of a trash enclosure is required. Refuse, garbage, trash, lumber, grass, shrub or tree clippings, plant waste, compost, metal, bulk materials, scrap, refuse, or debris of any kind may not be kept, stored, or allowed to accumulate on any lot except within an enclosed structure, appropriately screened from view or in a recyclable compost bin (except that a container for such materials may be placed outside at such times as may be necessary to permit garbage or trash pickup).
- 2.88 Tree Houses**
Will not be permitted.
- 2.89 Underground Installations**
Architectural Committee approval is required.
- 2.90 Utility Equipment**
Installation of utilities or utility equipment does not require Architectural Committee approval.
- 2.91 Vanes** -- See Wind Vanes and Directionals.
- 2.92 Vehicles (Large)** -- See Motor Homes.
- 2.93 Vents**
Venting out of the front of the house will not be permitted.
- 2.94 Walls** -- See Fences.
- 2.95 Walls - Retaining.**
Architectural Committee approval is required.
- 2.96 Window Replacement**
Architectural Committee approval is required. Windows may be rectangular wood, composite or vinyl windows with white, rectangular grids, bay windows, picture windows are allowed. Minimum number of grids is 4 for the top and 4 for the bottom windows. Brick mould to be white, a maximum of 3 ½ in. with mitered corners. Perimeter grids or other decorative

grids, slider-type windows and glass block are not approved.

- 2.97 Wind Vanes and Directionals**
Architectural Committee approval is required.

- 2.98 Wood Storage**
Architectural Committee approval is not required. Must be located in the side or backyard, adjacent to the house, must be neatly stacked and must not be located so as to block any existing drainage pattern on the lot.

III. PROCEDURES FOR ARCHITECTURAL COMMITTEE APPROVAL

- 3.1 General**
Prior written approval by the Architectural Committee is required before an Improvement to Property is commenced. This section of the Guidelines explains how such approval can be obtained.

- 3.2 Applications for Changes**
Homeowners should submit to the Architectural Committee an attached application completely filled out prior to commencement of work on any Improvement to Property, including descriptions, surveys, plot plans, drainage plans, elevation drawings, construction plans, specifications and samples of materials and colors as the Architectural Committee may reasonably request showing the nature, kind, shape, height, width, color, materials and location of the proposed Improvement to Property.

In most cases, the materials to be submitted will not have to be professionally prepared by an architect, a landscape architect or draftsman and a simple drawing and description will be sufficient. In the case of major improvements, such as room additions, structural changes or accessory building construction, detailed plans and specifications, prepared by a licensed architect may be required. In certain cases, engineered drawings or certifications may also be required. Whether done by you or professionally, the following guidelines should be followed in preparing drawings or plans:

A) The drawing or plan should be done to scale and should depict the property lines of your lot and the outside boundary lines of the home as located on the lot. If you have a copy of an improvement survey of your lot obtained when you purchased it, this survey would be an excellent base from which to draw.

B) Existing improvements, in addition to your home, should be so shown on the drawing or plan and identified or labeled. Such existing improvements include driveways, walks, decks, trees, bushes, etc.

C) The proposed improvements should be shown on the plan and labeled. Either on the plan or on an attachment there should be a brief description of the proposed improvement, including the materials to be used and the colors. (Example: Redwood deck, 10 feet by 12 feet with two inch by four inch decking. Natural stain.)

D) The plan or drawing and other materials should show the name of the homeowner, the address of the home and a telephone number where the homeowner can be reached.

3.3 Submission of Drawings and Plans

Two copies of the drawings or plan should be attached to a filled out application form and submitted to the Architectural Committee at the address stated in the introductory part of these Guidelines. The Association will log in your application with a number to facilitate tracking and the date received. One copy will be returned to you after the Architectural Committee has acted, showing the Architectural Committee's decision. The other copy will be kept for the Architectural Committee's records.

3.4 No Review Fee

The Architectural Committee presently does not collect a fee for review of plans of proposed improvements. However, in the future a handling/review fee may be imposed. In addition, in certain cases when the Architectural Committee requires professional review of plans or drawings, an additional fee may be charged to cover the cost of such professional's fees.

3.5 Action by Architectural Committee

The Architectural Committee will meet regularly to review all plans submitted for approval. The applications are collected by the Business Manager. At least two Architectural Committee members will review the application. The Business Manager or a member of the Architectural Committee will contact you, by phone if possible, if the Architectural Committee feels additional materials are necessary, if it needs additional information, or if the Architectural Committee has any suggestions for change. The Architectural Committee must act on the plans within 30 days after receipt of all materials required by the Architectural Committee (unless the time is extended by mutual agreement).

3.6 Prosecution of Work

After approval, a proposed Improvement to Property should be accomplished as promptly and as diligently as possible in accordance with the approved plans and description. The terms of approval will be filled in stating the date the work should be completed by. Under this provision, the work must be completed, in any event, within one year after approval is obtained. The Architectural Committee has the right to inspect the work and the right to file a notice of noncompliance where warranted.

3.7 Construction Progress Review

Any member of the Architectural Committee may periodically visit the construction site to monitor compliance with the approved plans and construction period regulations. Items of non-compliance must be immediately corrected or removed by the Owner. Absence of such inspection or notification during the construction period or upon completion of the work does not constitute either Architectural Committee approval of work in progress or completed work or compliance with these Residential Improvement Guidelines.

3.8 Project Completion Review

Upon completion of the Improvement to Property, if the Owner chooses, the Owner may inform the Architectural Committee in writing 30 days prior to final completion of the work so it can meet with the Owner to review the final

construction and ensure that the improvements are substantially in accordance with the approved plans. Non-conforming improvements shall be promptly removed or corrected by Owner.

3.9 Rights of Appeal

A homeowner may appeal to the Board in the event of adverse action by the Architectural Committee.

3.10 Questions

If you have any questions about the Architectural Committee's procedures, call us at the Community Association office at the phone number and address listed in the introductory part of these Guidelines.

3.11 Waivers of Strict Application

A waiver of strict application, in whole or in part, of any provision of these Residential Improvement Guidelines or the Declaration, shall not be deemed a waiver at any other time of any other requirement of the Residential Improvement Guidelines or the Declaration.

3.12 Limitation of Liability

The Architectural Committee shall not be responsible for reviewing, nor shall its approval of an improvement be deemed approval with respect to:

1. The requirement of any jurisdiction to obtain building permits or the satisfaction of applicable building codes;
2. Structural integrity or the existence or absence of design defects;
3. The existence or absence of construction defects;
4. The quality of construction; or
5. The effect of the improvement on other improvements or alterations to the property.

Approval by the Architectural Committee is made in reliance on the Applicant having consulted with, and obtained advice from, such engineers, architects, contractors and other professionals as Applicant deems appropriate or necessary, with respect to construction of the improvements, including without limitation,

soils, structural, drainage, construction quality, permitting, safety and aesthetic matters.

Neither the Architectural Committee, the Association, the Board, nor any of their respective individual members, employees, agents, or representatives shall be liable for any loss, damage or injury arising out of or in any way connected with the performance and duties of the Architectural Committee unless due to the willful misconduct or bad faith of the party to be held liable. Every Owner or other person who submits plans to the Architectural Committee for approval agrees, by submission of such plans and specifications, that they will not bring an action or suit against the Architectural Committee, the Association, the Board, or any of their respective individual members, employees, agents, or representatives based on mistake in judgment, negligence, or nonfeasance arising out of, or in connection with, the approval or disapproval or failure to approve any plans or specifications.

3.13 Enforcement.

These Residential Improvement Guidelines may be enforced by the Association in any manner allowed at law or in equity, including without limitation, imposition of fines and enforcement of other established penalties following notice and hearing; seeking injunctive relief through court action to prohibit the commencement or continuation of improvements not previously approved or seeking damages through court action; the recovery of attorney's fees as permitted by law; filing a lien against the Owner's property for all amounts owed; and pursuing legal action to collect all amounts owed. Failure by the Association to enforce these Residential Improvement Guidelines, or any provision contained herein, shall in no event be deemed a waiver of the right to do so thereafter.

IV. CONSTRUCTION PERIOD REGULATIONS

4.1 Compliance with Guidelines

During construction of improvements, all Owners and their contractors must abide by these Residential Improvement Guidelines, including

specifically, these Construction Period Regulations. Owners must ensure that their contractors are familiar with applicable provisions of these Residential Improvement Guidelines.

4.2 Construction Limits

At the discretion of the Architectural Committee, and subject to the size and nature of the Improvements to Property being planned, the Architectural Committee may require the Applicant to include the location of construction material storage, limits of work, dumpster, utility trenching and the duration of each.

4.3 Construction Trailers, Temporary Structures, Debris and Trash Removal

Temporary construction trailers or structures and trash containers are subject to prior approval of the Architectural Committee. All trash and construction debris must be contained within the construction site, and must be picked up daily.

4.4 Excavation

Excavation material shall not be placed in common areas, roads, or on other sites. And excess excavation material shall be disposed of by the Owner in an authorized location.

4.5 Daily Operation

All construction on the exterior of a residence shall occur no earlier than 7:00 a.m. and no later than 7:00 p.m. on Mondays through Saturdays. No exterior construction work is permitted on Sundays. A variance may be requested for short duration projects or non-commercial construction by the homeowner.

4.6 Dust, Noise and Odor

Every effort shall be made to control dust, noise and odor emitted from a construction area. Radios, tape players or other such devices may be played at a volume that does not disturb adjacent Owners. The Owner and his contractor are responsible for watering dusty areas to minimize dust leaving the construction site.

Revised October 2018

End of Guidelines.