

# **DESIGN REQUIREMENTS AND GUIDELINES FOR SPRINGRIDGE RESERVE SUBDIVISION**

## **1.00 INTRODUCTION**

The overall quality of architectural development within Springridge Reserve Subdivision is very important in maintaining the quality of the community. This quality refers to both the design and construction of buildings and the associated landscaping.

These Design Requirements and Guidelines (the "Guidelines") have been prepared to provide a framework to guide the design and construction of all improvements in Springridge Reserve Subdivision and to assist each buyer of a home site in Springridge Reserve Subdivision to maximize the quality of the living experience in the neighborhood. The purpose of the Guidelines is to enhance the aesthetic experience in Springridge Reserve Subdivision, promote complimentary and harmonious residential design and to protect and enhance property values.

All building and landscape development within Springridge Reserve Subdivision shall conform with the Guidelines, the Declaration of Covenants, Conditions and Restrictions for Springridge Reserve Subdivision (the "Covenants"), and to Garfield County requirements. The Association's Architectural Control Committee ("ACC") has adopted these Guidelines in accordance with the Covenants. The ACC's role is to provide assistance to all homeowners and their chosen design and construction professionals and to promote a smooth and satisfying design experience and construction process. The Guidelines may be amended from time to time by the ACC, and it is the responsibility of buyers or their representative to obtain and review a copy of the most recently revised and adopted Guidelines. Where there are conflicts between the Guidelines and Garfield County codes the most restrictive shall govern. Where there are conflicts between the Guidelines and the Covenants, the Covenants shall govern.

## **1.01 DESIGN PHILOSOPHY**

The design philosophy at Springridge Reserve Subdivision is to create a cohesive neighborhood based on contemporary interpretations of the traditional and common design styles of Glenwood Springs and other western Colorado communities. Within that architectural focus, a diversity of architectural designs and creativity will be encouraged. While these guidelines do not dictate one specific architectural style, all buildings will share a number of common design elements. These design elements include site design solutions based upon lot sizes, natural topography, residential proportion, massing and scale of buildings, traditional and contemporary roof forms, integrated outdoor living spaces, consideration of surrounding architecture and compatible materials and colors. Careful consideration should be given to the potential for a successful passive solar design in the orientation, massing, and fenestration of the home. Preservation of views for neighboring properties will also weigh heavily in the review of any design.

The proposed design should be compatible with the architectural characteristics of the neighborhood setting. Compatibility is defined as quality of architectural design, quality of workmanship, and complimentary use of materials, colors, and construction details.

## **1.02 ARCHITECTURAL CONTROL COMMITTEE MAKEUP**

The ACC will consist of a minimum of three members and a maximum of five members. Each person will hold office until such time as they have resigned, are removed, or a successor has been appointed. Members shall be appointed by the Springridge Reserve Subdivision Homeowners Association Executive Board and serve at their pleasure.

Any member of the ACC may resign from the ACC at any time upon written notice to the Association stating the effective date of the member's resignation. Any member may be removed at any time by a majority vote of the members of the Association Executive Board with or without cause.

There are no formal criteria for service on the ACC and members may include members of the Executive Board, owners or members of the Association, or third parties. The ACC is encouraged to have members with architectural, planning, landscaping, real estate market and/or construction related experience.

## **1.02 FUNCTIONS OF THE COMMITTEE**

The principal functions of the ACC are:

To review proposals or plans submitted to it in accordance with the Design Review Procedures established in these Guidelines.

To amend the Guidelines as deemed appropriate.

To perform any duties assigned to it by the Association as set forth in this document and the Covenants.

The Association may hire or appoint a secretary for the ACC and shall provide appropriate compensation for any such secretarial services. The ACC shall have the right to establish one or more sub-committees to perform one or more of the functions of the ACC.

The Association may hire such professional consultants, including but not limited to architects, engineers and planners, as may be needed to aid the ACC in the performance of its responsibilities and may delegate certain functions or duties to such professionals as the ACC determines, provided that ACC members are kept apprised of such activities.

#### **1.04 ACC MEETINGS**

The ACC will meet as needed to perform its duties. The ACC's actions on matters will be by a majority vote. Any action required to be taken by the ACC may be taken without a meeting if consent in writing, setting forth the action so taken, is provided by a majority of the ACC members. Such written consent may be obtained by e-mail directed to all members of the ACC.

The ACC will keep and maintain a record of all actions taken by it, and report in writing to the Association Executive Board all final actions; provided, however, formal notices of meetings or minutes of meetings shall not be required.

#### **1.05 COMPENSATION**

The Association Executive Board has the right to set compensation for ACC Members. Compensation may be revoked or changed at any time by the Executive Board with or without cause. Professional consultants retained by the ACC to assist them in carrying out their responsibilities may be paid such compensation as the Executive Board determines appropriate.

#### **1.06 AMENDMENT OF DESIGN GUIDELINES**

The ACC may, from time to time adopt, amend and repeal, by majority vote, rules and regulations to be incorporated into, or amendments of the Guidelines. All such rules and regulations or amendments, as they may from time to time be adopted, amended or repealed, will be appended to and made a part of the Guidelines. Each Owner is responsible for obtaining from the ACC a copy of the most recently revised Guidelines.

#### **1.07 NON-LIABILITY**

Provided that ACC members, agents, and consultants perform their duties in good faith, neither the ACC nor any member nor any agent or professional consultant of the ACC will be liable to the Springridge Reserve Subdivision Homeowners Association, any Owner or Owners of land within the Subdivision or any other person for any damage, loss or prejudice of any kind suffered or claimed on account of any action or failure to act regarding:

Approving or disapproving or failure to approve or disapprove any plans, specifications and other materials, whether or not defective;

Representations made to any Owner or prospective Owner by any third party;

Constructing or performing any work, whether or not pursuant to approved plans, specifications and other materials;

The development or manner of development of any land within the Subdivision;

Executing and recording a form of approval or disapproval, whether or not the facts stated therein are correct; and

Performing any other function pursuant to the provisions of the Guidelines or the Protective Covenants.

## **2.00 GENERAL DESIGN AND CONSTRUCTION REQUIREMENTS**

The development of every property within the subdivision is controlled by the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR SPRINGRIDGE RESERVE SUBDIVISION, together with the attachments thereto, as the same are recorded in the office of the Garfield County Clerk and recorder. Development is also subject to the recorded plat of the subdivision, the rules and regulations of Garfield County and the County Building Department and the provisions of these Guidelines.

Owners, Contractors and Subcontractors must comply with all applicable plat notes, local building codes and other regulations such as energy codes, Government statutes or ordinances, OSHA regulations, etc. The ACC may point out any obvious code violations of which it is aware but assumes no responsibility or liability to do so. Approval by the ACC does not constitute approval by the local building department and the ACC is not responsible for, nor will it participate in processing approvals with any governmental agencies.

An Owner may apply for a building permit from the Garfield County Building Department at any time; provided, however, the plans submitted to the Building Department shall not differ in any substantial way from, or be less restrictive than, the plans approved by the ACC. If the plans approved by the Building Department differ in any substantial way, or are less restrictive, as determined by the ACC, then all approvals of the ACC shall be deemed automatically revoked. Owners must comply with all applicable Garfield County zoning and subdivision regulations, including those concerning off-street parking.

It shall be the sole responsibility of Owners, Contractors and Subcontractors to secure and pass any Garfield County required inspections (i.e. electrical, plumbing, water and sewer taps, etc.). Owners, Contractors and Subcontractors must arrange for utility locates prior to beginning any excavation and must re-locate as needed during the course of excavation. Any damage to existing utilities or roadways shall be repaired immediately, to the satisfaction of the utility/ roadway owner, and the cost of such repairs will be the ultimate responsibility of the property Owner.

### **Proper Licenses and Permits.**

All final submissions must carry the required approvals from a professional licensed or otherwise legally approved to practice in Colorado - surveyor, engineer, etc. This includes but is not limited to site plans, geo-tech surveys, site surveys, foundation designs, electrical designs, structural designs and individual sewer system designs as may be required by Garfield County applicable codes and standards,

The name, address and phone number of the licensed professional must appear on all plans for which they are responsible. They must bear the professional's signed stamp before final approval will be given,

All projects must have a Contractor of record, unless the ACC deems the project small enough not to require one,

Building permits are required in Garfield County and a copy must be supplied to the ACC prior to beginning construction,

Properly completed approvals from the Springridge Reserve Subdivision ACC are required prior to beginning construction.

Springridge Reserve Subdivision Plats, Planned Unit Developments (PUD), Declaration, Covenants, Water and Sewer Agreement documents are referred to in the title insurance commitment issued to owners upon purchase of their property and the title company should provide a copy of each. The information on the recorded plat of the subdivision is also necessary for design planning, including plat notes, building envelopes and easements, if any.

## **2.01 PRE-CONSTRUCTION CONFERENCE**

The General Contractor or any separate prime contractors shall schedule a pre-construction conference with the ACC or its designated representative prior to commencement of all approved construction or development of property within the subdivision. The Contractor shall be responsible for complying with all provisions outlined in the Covenants and the Guidelines and construction regulations contained herein as well as compliance with all local, state, and federal laws and approvals applicable to the project. If the Contractor is working under contract to the homeowner, the homeowner is encouraged to also attend the pre-construction conference.

## **2.02 CONSTRUCTION INSPECTIONS**

ACC construction inspections shall occur as follows:

Framing Inspection

Final Inspection

The framing inspection occurs once the framing of the building is complete. The inspection shall identify that all form and massing elements, as well as window and door openings conform to the approved final ACC approval documents.

Final Inspection occurs once the building, landscaping, and all other site improvements are complete. The inspection shall identify that all elements of the project as completed conform to the approved final ACC approval documents.

The ACC representative shall prepare written inspection reports of both framing and final inspections within fifteen (15) calendar days of the inspection date.

The written inspection reports of both framing and final inspections will identify whether a project conforms or does not conform to the approved final ACC documents. Sufficient detail information shall be included in the report to identify unauthorized changes, modifications, or deviations from the approved final ACC approval documents.

Within fifteen (15) calendar days of receipt of the report, the contractor and/or homeowner will

submit written and/or graphic information to the ACC identifying the corrective measures to be performed for conformance with the approved final ACC approval documents.

All matters regarding non-conforming inspection reports, not satisfied within 15 calendar days shall be referred to the Association Executive Board for further disciplinary measures.

### **2.03 CERTIFICATE OF COMPLIANCE (EXHIBIT E)**

If the ACC is satisfied that the project has been completed in accordance with all plans, specifications and other materials furnished to the ACC, the Certificate of Architectural Approval, any conditions imposed by the ACC and with the Guidelines, it shall issue to the owner a Certificate of Compliance, Exhibit E.

### **2.04 CONSTRUCTION VEHICLES, EQUIPMENT, MATERIALS, TRASH AND DOGS**

During construction the following shall apply to all Contractors, subcontractors and anyone providing goods, services or materials for construction on the property:

Vehicles used during construction activities shall be licensed and operable and conform to all applicable Garfield County regulations.

Personal vehicles of the workers shall be parked on the construction site, except during times when wet or snow conditions exist due to inclement weather and during paving and landscaping activities.

During inclement weather and muddy conditions traffic from the site to the street shall be minimized, and it is the builder's responsibility to continuously clean up any mud or debris left on the street on a daily basis.

Temporary placement of construction equipment on site will be allowed. Storage of construction equipment beyond the duration of need for such equipment to be on site shall be prohibited.

Temporary storage of building materials on site shall be allowed in the approved temporary staging area.

Construction sites must be kept as clean and orderly as possible, and materials stored in a manner that minimizes destruction or damage to the vegetation on the site. Trash should be picked up at the end of each workday from the job site and adjacent lots as necessary and adequate trash containers must be provided on the site. Containers must be located within the building envelope and covered at all times to minimize blowing or drifting trash. Construction debris must be removed as necessary to prevent unsightly appearance and trash dispersion.

Dogs and outdoor radios shall not be allowed on the construction site at any time.

All construction equipment and tools shall be properly stored and disconnected from

all utility services when not in use.

## **2.05 DUST, NOISE AND HOURS OF CONSTRUCTION**

The Contractor shall take precautions:

On a daily basis as necessary to abate dust generation due to construction activities at all times.

As necessary to abate excessive noise generation at all times. The use of explosives on the construction site is prohibited. If required, use of driven steel foundation piles shall be subject to approval by the ACC prior to the start of construction.

Construction activities shall only occur during the hours of seven A.M. to seven P.M. Monday through Saturday. Written authorization from the ACC must be secured for extended or Sunday hours.

## **2.06 TEMPORARY STRUCTURES, FIRE SAFETY AND SANITARY FACILITIES**

No owner, contractor or employee may have any temporary residence on site during the construction process. A construction office may be placed on site but must be removed in a timely manner near the end of construction and may not be used as a residence. A trailer or similar structure for tool and materials storage is permitted until the building is enclosed.

Fire extinguishers must be kept on site in accordance with local building and fire codes. No hazardous construction activities (welding, metal grinding, etc.) will be undertaken without an appropriate fire watch - a person with a fire extinguisher whose sole responsibility is to make sure no fires are started, and rapidly extinguish any that might. Approved kerosene or gas heaters are allowed within the enclosed structure. No open burning of any type is allowed on the construction site.

The Contractor is required to provide temporary sanitary facilities on site in the approved staging area for the duration of the project.

## **2.07 CONSTRUCTION SIGNS**

During construction, in addition to required inspection signs, the Contractor is allowed to post one sign for identification of the project address and the construction company. All other signs are prohibited. Refer to Section 4.10, Signs for specific limitations on the permitted sign type and size.

## **2.08 CONSTRUCTION IMPROVEMENT AND CLEANUP DEPOSIT**

A refundable cash deposit of \$15,000.00 shall be submitted with the Final Design Review

application. This amount is an increase in the \$1,000 construction deposit required pursuant to Article VII 13 of the Declaration of Covenants, Conditions and Restrictions dated 8/26/2005. These monies will be held in a noninterest-bearing account until such time as the ACC is notified that construction is complete, the Certificate of Compliance (Exhibit E) has been issued, all noted deficiencies have been resolved and a Certificate of Occupancy has been issued by Garfield County.

At any time during the construction, a member of the ACC, any member of Executive Board, and any authorized representative of either of them, shall have the right to enter upon and inspect any lot, and the improvements thereon for the purpose of ascertaining whether or not the provisions of the Guidelines have been or are being complied with. If the ACC finds the contractor or any sub-contractor has failed to follow the provisions of the Guidelines or has caused damage to the property or adjoining property, the ACC will immediately provide written notification of any such issue to the contractor and homeowner. Any such identified issue must be corrected, or a written plan of correction provided, within 15 calendar days of receipt of the ACC notice. If required corrections are not completed, the ACC, at its sole discretion, and after due notification to the lot owner of intent to correct the problem, may correct the problem and use the deposit money to pay for such correction.

Following issuance by the ACC of a Certificate of Compliance (Exhibit E) including all approved landscape improvements, any funds held by the Association in said deposit shall be released within fifteen (15) business days. Under no circumstances shall construction of projects, including installation of all finished landscape improvements, exceed twelve (12) months without specific written permission from the Association Executive Board.

### **3.00 SITE PLANNING GENERAL REQUIREMENT**

The ACC shall strive to protect the seclusion and existing predominant views of each existing developed Lot insofar as reasonably possible while taking into account final buildout of all Lots in the subdivision. Predominant views are views of Sopris Mountain to the south and the Flatops to the north. All new Owners and their respective Design Professionals shall be responsible for developing all proposed new designs with this stated provision in mind to avoid unnecessary obstructions and intrusions on developed adjacent Lots. Story Poles that show the high points of roofs and stakes at building corners are required at preliminary review.

### **3.01 SITE AND LANDSCAPE DESIGN GUIDELINES**

The goal of the site and landscape design guidelines is to strive to enhance the integration of a building with its site and existing surroundings, including existing residences on adjacent lots. Each project design should strive to create a building and landscape design that is complimentary to the natural setting and topography.

Each builder's attention is drawn to the building setbacks, easements, utility easements and building and landscape envelopes shown on the recorded plat, all of which are available from Garfield County. It is mandatory to follow all of the above when designing, staking and excavating for a new house.



### **3.02 SITE DESIGN**

The site design of each residence shall first and foremost take into consideration the natural topography of each site. All residence designs shall minimize the amount of grading necessary to allow for vehicular and pedestrian circulation. Each residence design should be integrated into the natural topography and appear to be of the land as opposed to on the land.

Each residence shall be sited to remove as little of the existing live woody vegetation as reasonably possible. Each residence shall be sited to maximize views, minimize view impacts to neighboring residences, and wherever reasonably possible, positioned and designed to create private outdoor spaces. Each residence shall be sited to maximize passive solar.

Lot Owner shall obtain and submit for review a soils and foundation report and appropriate finish grading and drainage plans prepared by a registered professional engineer. All improvements and structures shall be constructed in accordance with the recommendations and conditions of such reported plans which are included by Garfield County as conditions of the building permit and/or are made requirements or conditions of the approval of the ACC. All improvements and structures shall also comply with the Master Drainage Plan prepared by Sopris Engineering and dated June 23, 2004.

### **3.03 LOT CHARACTERISTICS**

Residences designed for uphill lots shall attempt to reduce the height of the building from the downhill side.

Residences designed for downhill lots shall attempt to reduce the large amount of roofing areas exposed to view from the uphill side. Roof forms are required to be interrupted to prevent large expanses.

Residences designed for flat lots shall relate to the topography and meet natural grade at logical outdoor transition spaces at the entry and outdoor yard spaces.

Easements have been provided throughout the subdivision to allow for the installation and maintenance of utilities. All utility lines to serve a home shall be located underground.

### **3.04 GRADING**

Site grading should integrate the home with the site and adjacent lots. Grading should be designed as a combination of cuts and fills designed as an extension of existing topography on the site.

Site grading is preferable to retaining walls. Imposed severe grade changes or steep berm are discouraged.

Graded slopes should not exceed four feet horizontally by one foot vertically (4:1) unless the lot contains a topography issue that would otherwise severely restrict development. For slopes greater than 4:1 the ACC may require the applicant to provide additional engineering and

mitigation measures. The 4:1 slope restriction will allow landscaping to establish on disturbed slopes without excessive erosion.

Grading is strongly discouraged beyond individual building envelope limit lines as shown on the Final Plat for each Jot except as required to attain direct access to the main paved street adjacent to each lot and as required for installation of utilities. Trenching for installation of utilities shall be accomplished using the smallest available equipment necessary for the required trench to minimize damage to adjacent existing native vegetation. If the specific design of the proposed residence requires grading outside the limit line, a Variance must be submitted to substantiate the reasons for this request for review by the ACC.

No trench or excavation more than eighteen inches in depth shall be left open overnight unless completely surrounded by a temporary fence at least 40 inches high. Orange plastic fencing is acceptable.

No foundation excavation shall be left open more than 45 calendar days. The excavation around an installed foundation must be backfilled within the same 45-day period.

An open foundation must not be left open for more than 14 calendar days without installation of the covering deck. In the event of unusual scheduling difficulties an open foundation may be surrounded with orange plastic fencing for up to 45 calendar days.

All construction sites must be rough graded and all excess dirt removed within 30 calendar days of the installation of the foundation.

If any of the above time-limits are exceeded the ACC may submit the fact to the Springridge Reserve Executive Board for their review and action.

### **3.05 DRAINAGE**

All new drainage patterns and improvements shall comply with the Master Drainage Plan prepared by Sopris Engineering and dated June 23, 2004. Whenever practical existing natural drainage courses should be maintained and protected. Natural drainage courses may be required to be upgraded to prevent erosion.

New drainage patterns shall not drain water to adjoining home sites or open spaces in excess of historic flow. All new drainage courses shall be created to appear as natural and integrated into the natural landscape as is possible. Impervious surfaces for drainage courses are discouraged.

Design of, maintenance of, and repairs to all drainage patterns shall be the sole responsibility of the lot owner, and approval of the drainage patterns by the ACC shall not relieve the owner of these responsibilities.

### **3.06 DRIVEWAYS AND GARAGES**

Only one driveway entrance is permitted for each home site. Driveway grades should not exceed 10%. Driveways should connect with the subdivision roadway side of the building envelope as

soon as possible and thereafter stay within the building envelope. Parking areas and turnarounds must lie completely within the building envelope. Where space permits, curving driveway alignments are preferred over linear alignments.

Where culverts are required under driveways to provide proper flow of water along drainage swales, they shall be provided using materials and accessories specifically designed for this purpose and installed in accordance with the manufacturer's written installation instructions.

Driveway width at the curb cuts and along continuous runs shall be not less than ten feet nor exceed fourteen feet but may thereafter fan to access wider garages and on-site outdoor parking and turn around areas.

Driveways may only be surfaced in asphalt, concrete, stone pavers or brick. Asphalt must meet the requirements of Colorado DOT specifications section 401. Concrete must meet the requirements of Colorado DOT specifications section 412. Curb, gutter, and valley pans must be concrete.

All damage to the common area improvements such as landscaping, irrigation curb and gutter and street paving caused by driveway construction shall be repaired at the sole expense of the homeowner.

Outdoor storage areas shall be screened from public rights-of-way by the use of landscaping or other means and shall be included on the final site and building plans submitted for final plan review for development or construction.

One (1) "Unsightly Vehicle" may be stored on the property outside of a garage so long as the Unsightly Vehicle is screened from view and parked within 10' of a structure constructed on a Lot. Any parking of an Unsightly Vehicle shall be done solely on an approved surface such as gravel, crushed stone or asphalt. The Unsightly Vehicle must be covered with a neutral-colored cover with no tarps or bungee cords and shall be screened from view using natural vegetation and landscaping. An "Unsightly Vehicle" is an operable or inoperable boat, raft, motorcycle, ATV, open or enclosed trailer, snowmobile, Class A and Class C motorhomes, bus, camper, snow removal and garden equipment, tractor, any unregistered or inoperable vehicle, and all other similar vehicles and equipment. Class B motorhomes are not unsightly vehicles and are not limited by the above section.

Each lot shall contain a minimum of three (3) parking spaces, two of which shall be enclosed within a garage. Unenclosed spaces must be located within the building envelope limits shown on the Final Plat. The minimum size for a parking space is 9' x 20'. Tandem spaces are allowed. Unsightly Vehicle parking is in addition to these spaces.

At least a two-car garage shall be provided for each home. Detached garages are allowed but will be reviewed carefully to determine that the design and location are complementary to the main home structure. If a detached garage is proposed, it must be designed using the same materials and detailing that are provided for the main home structure.

Garage doors shall not dominate the streetscapes. When garage doors face the street, garage doors shall be set back a minimum of ten (10) feet from the front of the building or the entry porch projection.

### **3.07 OUTDOOR LIVING SPACES**

Outdoor living spaces can provide an effective transition between a home and the outdoors and also reinforce the visual connection of the home and the landscape.

Terraces, verandahs, patios, porches, courtyards, paths, walkways and other similar on grade and above grade features are desired to provide an integral element of the design of the home and the landscape by blending with existing topography. Materials should be consistent with materials used on the residence.

### **3.08 RETAINING WALLS, LANDSCAPE WALLS AND FENCES**

When feasible, retaining and landscape walls should be designed as an extension of the home or as an extension of the natural landscape. Fencing must also take into account the views of existing neighboring properties and the effect on traffic sight lines.

The top and ends of retaining walls should be designed to blend with natural contours to visually tie the wall to the surrounding landforms. Retaining walls are desired to be constructed of boulders or laid stone, logs, timbers or interlocking blocks. Railroad tie walls are not permitted.

Retaining walls shall not exceed 4' in height. Where required retaining walls exceed 4' tall, they shall be stepped to form benches at least 4' wide which shall not exceed 4' tall and which can be softened with landscaping.

Landscape walls designed to create freestanding privacy boundaries shall not exceed 4' in height.

The ACC must approve the type, height and location of all fencing prior to installation. One basis of consideration by the ACC of fencing will be how it will affect the movement of wildlife throughout the Subdivision. Chain link, barbed wire and wire strand fencing shall not be permitted, with limited exception pertaining specifically to kennels where chain link fencing may be used and to fencing designed to exclude wildlife where woven wire fencing may be used, when and in locations to be approved by the ACC. No fencing shall exceed 42" in height. Fencing that meets the limited exceptions may exceed this height only as approved by the ACC for the purpose of containing pets or to exclude wildlife.

Fences should be constructed of wood selected to be in harmony with the exterior materials used on the house and with a finish that matches or complements the house. Fence materials that are not allowed are: pressure treated wood, ~~chain link~~, snow fencing, vinyl and industrial/service grade fencing of any kind.

Fencing shall be constructed with consideration of Colorado Parks and Wildlife recommendations, to be of a round rail variety, shall not have more than three (3) horizontal poles, the bottom pole of which shall be at least eighteen (18) inches off the ground, and no two (2) poles shall be less than eighteen (18) inches apart. The Colorado Division of Wildlife and Springridge Reserve HOA shall not be liable to any Owner for any damage to gardens, flowers, shrubs, trees, or any other greenery caused by the actions of any wild animal. Welded wire

fencing allowed inside the fences on a case-by-case basis.

All site walls and screen walls shall require approval by the ACC and must be clearly identified, described and detailed on the plans submitted for final review and approval.

### **3.09 LANDSCAPE DESIGN AND MATERIALS**

Reference is made to the Covenants which are specific to Landscape Envelopes. The ACC requires that a landscaping plan be submitted with building plans.

No plantings will be allowed that might block view planes at road intersections or at the intersection of a driveway with a road, interfere with previously developed adjacent property owner views, or otherwise obscure existing solar PV systems.

The goal of landscape design and landscape materials selection is to preserve as much of the existing plant material, topography, and drainage patterns as is practically feasible. Landscape design concepts are encouraged that:

Preserve the integrity of the existing native vegetation on the lot as much as possible and be focused within the building envelope.

Provide new plantings that complement the native vegetation, are appropriately regional and drought tolerant, define outdoor spaces and create privacy while framing and maintaining views. and reduce the use of chemical weed controls

Limit the amount of lawn area and use lawn species seed or sod that is deep-rooted with durable wear and drought tolerance characteristics.

Plant materials shall be selected from the Springridge Reserve Landscaping Plant List as adopted on July 30, 2007 and included in the Second Supplemental Declaration to the Covenants. or be similar in nature.

At the time the dwelling unit is submitted for final review and approval, each homeowner is required to submit a Landscape Plan for review by the ACC. Revegetation of all infills and cuts and all native vegetation areas disturbed by construction activities shall be required, with the goal being to return the land as nearly as possible to its pre-construction state as quickly as possible. The Landscape Plan must specifically address this requirement by identifying the materials and methods proposed to be used for the revegetation.

Removal of existing live trees found on the lot prior to development should be limited to removal required by construction activities only and must be identified in the proposed Landscape Plan.

A minimum of six (6) new trees shall be planted for each lot. Three of the required trees shall meet the standards for "larger" trees which are 3" caliper minimum. Also, a minimum of three shrubs or perennials per 1,000 square feet of building pad area shall be planted for each lot. A minimum of 25% of the required plantings shall meet the standards for "larger" shrubs which are 2 gallon and larger containers.

Lawn and garden irrigation area is limited to 1,300 square feet per lot total and water use may not exceed a monthly usage of 18,000 gallons per lot. This monthly total also includes all domestic water usage within the dwelling. For those lots that have irrigation rights associated with the property, raw water shall be used for all landscape purposes.

Lot Owners shall provide and install an external read-out water meter programmed to read in 100's of gallons on all dwelling units as a condition of issuance of the Certificate of Compliance Exhibit E.

Minor changes to the Landscape Plan such as replanting dead or dying material, new planting within the existing landscaped area, re-sodding existing lawns, adding rocks, or a reduction in the overall amount of landscaping in favor of a return to native vegetation are permitted without additional ACC review so long as such changes adhere to these Guidelines. Substantive revisions to the Landscape Plan such as large areas of planting, installation of five (5) or more new trees, or on overall increase in the landscaped area, require ACC approval of a revised Landscape Plan.

Within six (6) months of installation an adjacent owner may request ACC review of minor landscape changes if such changes adversely impact the appealing owner's use of their property, including impeding view planes or access to solar devices.

#### **4.00 ARCHITECTURAL GUIDELINES FOR BUILDING CONSTRUCTION & DESIGN**

Within the parameters of these Guidelines, owners have the latitude to express a range of architectural styles. The ACC may employ an architect to review any proposed building plans to strive to meet the intent of these Guidelines. In general terms, the goal of the Guidelines is to promote the design of a variety of homes through the varying of proportion, massing and scale of building forms. Home designs are required that avoid the appearance of either single story or double story boxes. Building designs are required that are sympathetic with human scaled proportions and avoid super-size proportions. Building design forms are desired to be relaxed and asymmetrical as opposed to rigid and symmetrical.

All elevations of the home shall be treated as important design elements.

Main entrances should be readily visible from the street side view of the home.

Exposed structural elements, such as beams, purlins, rafters and columns are encouraged to be expressed in all buildings. Structural expression should be consistent throughout all elements of a building - the foundation, the walls and the roof.

Examples of acceptable designs are those that incorporate some of the following design elements:

- Wide, unenclosed eave and rake overhangs or shorter enclosed eave and rake overhangs of 2' minimum exposure beyond the face of the wall below.
- Exposed roof rafters.
- Decorative or structural beams or braces at gable ends.
- One-story covered porches, either full or partial width with gabled, shed or hipped roofs.

- Porch columns, square or tapered, with pedestals sometimes extending to grade. Primary design elements symmetrical or asymmetrical.
- Different wainscot base materials below the predominant wall finish material above.
- Substantial window trim and corner boards. Vertical-oriented windows.
- Natural wood siding and/or shingles. Porch railings to define outdoor spaces.
- Roof dormers and bays to break-up massing of larger roof and wall planes.

The maximum height for any house shall be twenty-five (25) feet. Building height is measured vertically, from the average undisturbed or natural ground surface at the midpoint between the front and rear walls of a building to the midpoint between the eave line and the peak of gable, hip or similar pitched roof. See Exhibit H for primer on how height is calculated in Garfield County. Each drawing set to label average natural grade and 25' height limit on each elevation.

A minimum of three district masses are required for each home.

Building walls, roof planes, and roof ridges with uninterrupted horizontal length greater than 30' (not including the distance required for roof overhangs) are discouraged.

Sloped site may require stepping the house massing to connect the home to the site.

The Guidelines also strive to protect the aesthetic values of the community through elimination of those architectural styles and those building materials that detract from the appearance of the neighborhood as a whole. Prohibited styles are characterized as being incompatible with regional and traditional vernacular designs.

A list of prohibited styles include:

- A-frames
- Full log walls and log homes Geodesic Domes Mediterranean
- Tudor
- Chalet
- Ornate Victorian Chateau Gothic
- Colonial (Spanish, New England, Southern, Dutch, or French) Georgian
- Roman, Greek, and Egyptian
- Pueblo Missions

Other typical reasons for designs being considered inappropriate include, but are not limited to, home designs that are unnecessarily eccentric, garish or showy in nature that call undue attention to themselves and home designs that suggest a mass market or tract home character. Modern designs may be proposed assuming high quality design and detailing are provided.

#### **4.01 BUILDING FOOTPRINT AND FIRE SPRINKLER SYSTEMS**

In general terms, the goal of the Guidelines is to promote a variety of building footprint sizes that comply with a minimum standard for two-story buildings and a maximum standard for one-story buildings. One-story homes with walk-out basements are encouraged; three story facades are discouraged.

The "Building Footprint" is defined as the outline of the proposed structure with certain exceptions listed below.

The "Building Envelope" is defined to be the shape, size and location as shown on the current applicable plat of Springridge Reserve Subdivision for the lot at issue.

All Building Footprints must be within the applicable Building Envelope and in consideration of any casements.

For the purposes of Building Footprint area, the following minimum criteria shall govern. Building Footprint area is calculated from the inside surface of the exterior walls, and all interior partitions are included in the area calculation. Stairwells and continuous shafts are counted on one floor level only.

For multi-story dwelling units the minimum Building Footprint area of the main living level of the residence, not counting garages, porches or patios, shall be 1,800 square feet. The main living level of the residence shall be the level entered from the closest uphill or downhill adjacent natural grade to the principal entry point of the residence. The minimum total square footage for multi-story dwellings shall be 2,000 square feet. If a "second story" is actually a lower level below the primary level, it can only be included in the overall total calculated square footage if it is heated and ventilated to allow for legal occupancy and emergency egress of the spaces in accordance with applicable codes and standards for the installation of HVAC systems and exterior windows. At least 50% of the lower level perimeter walls shall be no more than 30" below the adjacent exterior finish grade and there shall be direct access from the lower level to the exterior by way of at least one 36" wide, 80" high door.

When the second story portion of the multi-story dwelling unit is located above the main living area, it shall not exceed 70% of the main living area floor square footage (not inclusive of garage area). The floor area of all double height volume spaces when the interior ceiling plane is greater than 6' above the floor plane of the second story shall be included in the total area of the second floor.

For single story dwelling units, the minimum Building Footprint area, not counting garages, porches or patios, shall be 2,000 square feet.

Garage Size: Each residence shall have at a minimum a two-car garage with dimensions at least 24 feet by 24 feet measured on the inside face of garage perimeter walls. Automatic garage door openers are required for all garages. Detached garages shall not exceed 25 feet in height.

For the purposes of Building Footprint area, the following maximum criteria shall also govern:

- For multi-story dwelling units, the maximum Building Footprint area of the main living level of the residence, not counting garages, porches or patios, shall be no more than 4,000 square feet.
- For single story dwelling units, the maximum Building Footprint area, not counting garages, porches or patios, shall be no more than 5,000 square feet.
- Garages, whether attached or detached, of up to 625 square feet are exempt from the



applicable maximum Building Footprint area. All garage area in excess of 625 square feet shall be included in the **maximum** Building Footprint area.

- Covered on-grade patios and elevated or on-grade porches and decks are exempt from this **maximum** Building Footprint area.

Any dwelling unit that is greater than 3,600 square feet in Total Area must have an interior Fire Sprinkler System installed that is in compliance with NFPA I3R or 13D 1999. Total Area includes finished and unfinished living space, attached garages and any combustible uncovered or covered decks and/or patios. Homeowners are encouraged to review the specific requirements for interior Fire Sprinkler Systems with the appropriate Garfield County Building Officials prior to completion of the design and submission of the new home to the ACC for review and approval.

#### **4.02 BUILDING FORMS AND MATERIALS**

In order to "ground" a building with its site, minimum exposure of the foundation concrete is desired. Stone materials may help ground the building where foundation walls are exposed above the adjacent finish grade. Siding should be extended to within 12" of finished grade to minimize the appearance of the exposed foundation concrete. A parged finish or stucco coating (finished

concrete) or stone masonry veneer may also be used to cover the exposed foundation concrete down to the adjacent finish grade to allow a different finished surface to exceed the 12" maximum exposure. Landscape walls may also be used to minimize exposed concrete foundation walls.

Fiber cement composition siding not exceeding 9" in exposed board width as approved by the ACC is allowed, but it is desired that it not be used in excess of seventy percent (70%) of all exterior wall surface area. Stucco is allowed, but it is desired that it not be used in excess or seventy percent (70%) of all exterior wall surface area. The use of natural or synthetic stone is encouraged to be used on all exterior wall surface areas. Structural and decorative log accent elements are allowed. Natural wood lap siding (9" maximum board exposure) and natural wood board-&-batten siding and natural wood shingle accents are encouraged without any limitations on the amount of exterior wall surface covered.

Combinations of up to three different materials are encouraged. Columns, posts and balconies are to be of wood, stone or finished concrete with parged or stucco finish. Concrete "Sonotube" concrete column foundations may only be exposed a maximum of 12".

Prohibited wall materials include vinyl siding, wood fiber composition siding and TI-II siding, including all manner of panelized siding of any size, material or appearance. Additional materials that are excluded include, but are not limited to: cinder block or other types of block masonry, split log siding and siding of any type mounted at an angle. Use metal siding with caution. Large expanses of metal panels without relief or detail are to be avoided. Metal to be one component in the overall siding design. It is preferred that metal is an accessory rather than primary material on the home.

All homes shall have sloping roofs in the range of 5:12 to 7:12 for the main mass of the home. Secondary roof elements may have roof pitches between 3:12 and 4:12. Accent or porch roofs with

less than 3:12 slopes are not permitted for more than 10% of the total roof area.

Shed roofs, roof slopes lower than 3:12 and flat roofs may be proposed but will be reviewed with caution and only approved by the ACC if the overall design of the proposed home justifies the use of these types of non-traditional roof forms. A variance request will be required for these types of non-traditional roof forms.

All homes that intend to install solar panels on the roof shall design the underlying roof slope as required so that the solar panel assemblies are installed parallel to the roof plane in accordance with the provisions of section 4.07.

Cedar shingle, cedar shake or all other wood roofing materials and systems are prohibited.

The following roof materials will be permitted:

- Slate
- Non-reflective metal, including factory painted, rusted or treated sheet steel or corrugated metal (subject to review and approval of ACC). Painted finishes and treatments must be applied prior to installation.
- Fiberglass/asphalt shingle styles with a minimum 30-year warranty. Shingles to be dimensional, architectural or luxury type. No 3-tab shingle styles allowed. No bright or garish colored shingles shall be allowed. Shingles to be dimensional, architectural or luxury type. No 3-tab shingle styles allowed.
- Concrete or clay composite materials designed to resemble cedar shingles may be approved by the ACC subject to review for fire resistivity.

Other roofing materials not listed above will be considered by the ACC on a case-by-case basis.

When roof venting components are desired to ventilate attic spaces, it is strongly desired that these venting components be integrated into the roof design at the ridgeline to minimize the visual impact of such components.

Roof fascia and rake trim shall, where provided, be a minimum of 6" nominal, (5 ½" actual) in width. Multi piece trim of heavier massing is encouraged where appropriate in proportional scale with the overall building mass. Exposed rafter designs are encouraged, and the fascia dimension may be less than the 5 ½" required of all other roofs.

A sample board of all proposed exterior materials to be used will be required for submission to the ACC at the time of both the preliminary plan review phase and the final review phase per Exhibit B criteria. Samples must be the actual materials to be incorporated into the construction and shall be of the same size, finish, texture and configuration to be used on the project. Photographic representations of any kind are not acceptable.

#### **4.03 EXTERIOR MECHANICAL EQUIPMENT AND SERVICE AREAS**

Heating and air conditioning units are not permitted to be mounted on the roof. Ground-set outdoor HVAC or mechanical equipment must be completely screened from off-site views by using walls, landscape and/or fences that are incorporated into the building design. Any other roof

mounted equipment, such as plumbing vents, attic vents, and small exhaust fans are to be painted a color that blends with the adjacent roofing material.

All other service areas shall be screened from public views.

Garbage cans are required to be resistant to wildlife. Garbage cans shall be stored inside.

#### **4.04 WINDOWS AND DOORS**

Windows and doors provide an opportunity to reinforce building scale and to add interest and individual expression to a house. Windows and doors should be designed as an integral architectural element of the home. All windows and doors should be or appear to be recessed from the exterior surface of the adjacent walls and large areas of glass should be shaded by overhangs, balconies or similar features in order to establish shadow patterns to reduce the reflectivity of the glass.

Windows and doors shall be designed in proportion with the overall structure and form of the home. The treatment and detailing of all windows and doors should be consistent on all sides and levels of a building. Window frames should appear as substantial building elements. The substantial cross section of framing and trim around windows and doors creates shadow lines that add interest to a building's facade.

Wood and dark anodized or dark painted frames are permitted. No reflective, shiny or white window fenestration will be allowed. Light colored and off-white-colored units will be carefully reviewed by the ACC and only approved by the ACC if the overall design of the proposed home justifies their use. Mill finish aluminum on storm or screen doors will not be allowed. Window glass may be tinted to control heat gain, but a reflective, mirrored appearance is not permitted.

#### **4.05 COLORS**

An underlying goal of Springridge Reserve Subdivision is for all buildings to be designed in harmony with the natural surroundings. All building colors should be selected to achieve this goal.

The colors of all exterior building materials shall be in quiet harmony with the natural landscape and the surrounding hillsides. Natural finishes or transparent or semi-transparent stains may be used on wood materials. The use of paint requires muted colors composed of somewhat darker tint values and flat finishes for the background colors. White trim is prohibited. Generally, the natural colors of the hillside landscape are desired. Accent colors can be used to add interest to a home, but in no case should accent colors call undue attention to any single element of a building. Accent colors should be taken from natural colors found in the immediate surrounding area.

Acceptable roof colors are dark weathered greens, grays and browns selected in concert with the colors and textures of the building.

Colors of all painted exterior materials are subject to ACC approval and large format actual

samples of color and gloss (minimum 6"x6") must be provided with the color board required by Exhibit B.

Color selections are required to be identified and provided at both the Preliminary Review and Final Review submittals per Exhibit B.

#### **4.06 LIGHTING**

It is the intent of this section to minimize the lighting of the nighttime sky. Exterior lighting should be minimized and should be downcast and "dark sky" compliant. Exterior lights should be used only when needed for movement by people outside. Lights should not be left on when not in use. Dark sky lighting has a cover that restricts light above a horizontal line and has a lamp that is not visible through, above or below the enclosure. Lighting shall be designed to not shine upon a neighbor's house. Where exterior lighting is required, fixtures shall be covered so that no light source is directly visible from the street at a height of five (5) feet from the ground plane to the light source. No single light fixture shall exceed 800 lumens. This is equal to approximately 60 watts for incandescent fixtures, 18 watts for fluorescent fixtures, and 9 watts for LED fixtures. Total allowable wattage for all exterior lights shall be no more than 480 watts incandescent, 104 watts fluorescent, and 72 watts LED or a proportional mix thereof.

Lights which produce a warm effect rather than a cool effect should be used. Some LED, incandescent and color corrected high-pressure sodium and metal halide lights may be appropriate. Some types of fluorescent and mercury vapor lights may not be appropriate.

Up lights and floodlights of any kind are not permitted.

Lighting required by code for entry doors shall be directed down and the shade shall be sufficiently translucent so that the light fixture "hot spot" is not directly visible. Transparent glass shades are not permitted.

#### **4.07 SKYLIGHTS, SOLAR PANELS & SATELLITE DISHES**

Skylights are discouraged except where they are clearly integrated into the architectural composition.

Per Colorado state statutes, solar panels and "solar energy devices" are allowed subject to the following conditions:

The ACC has the legal right to impose esthetic requirements that are reasonable and do not significantly increase the cost of installation.

Esthetic requirements imposed by the ACC may include limiting size, quantity, location, color, reflectivity, and type of solar panels.

Flush mounted solar panels that do not project more than 6" above the roof plan are required.

The top surface of the panels shall be installed parallel to the underlying roof plane surface.

All proposed exposed-to view components for installed solar energy systems shall be of colors that generally match the adjacent roof material color and must be submitted to the ACC for review and approval.

The ACC esthetic requirements shall not increase the cost of the solar energy system by more than 15% or decrease the efficiency of the solar energy system by more than 10%, whereby the increased cost of the solar energy system shall include the cost of the equipment and installation labor, but shall not include the cost of design or long-term operating expense of the solar energy system. Roof designs must be coordinated with solar energy system criteria to avoid conflicts.

Satellite dishes up to 18" in diameter may be installed on the rooftop. All equipment greater than 18", but in no event any larger than 24", in diameter shall be ground mounted and screened. All rooftop and ground mounted equipment locations are subject to review by the ACC. Dishes should be located in unobtrusive locations not visible from the street whenever possible.

#### **4.08 FIREPLACES, CHIMNEYS, VENTS, FLUES AND GUTTERS**

No open hearth solid fuel fireplaces will be allowed anywhere in the Subdivision. One (1) new solid-fuel burning stove as defined by C.R.S. 25-7-401. *Et. Seq.* and regulations promulgated thereunder, will be allowed in any dwelling. All dwelling units will be allowed an unrestricted number of natural gas or electric stoves and appliances.

Only natural gas outdoor firepits are permitted. Exterior wood burning or solid fuel burning of any kind is prohibited at outdoor firepits. A direct-vent manufactured indoor/outdoor gas fireplace is permitted.

Enclosed charcoal or gas grills are permitted on patios or decks but are not permitted elsewhere. Grills may be portable or built in.

Chimneys should be designed in proportion to the home and generally reflect a simple, understated appearance. Flat profile chimney caps to conceal flues are required. All other rooftop equipment and vents should be consolidated, concealed and/or painted to match the adjacent roof material color. Gutters, when used, shall blend in with the adjacent building color.

#### **4.09 PORCHES, BALCONIES AND DECKS**

A one-story high front porch with a minimum width of ten (10) feet is required. In lieu of a front porch, a covered one-story entry element with a minimum width of ten (10) feet can be provided.

Balconies and above grade decks provide outdoor living space and add interest and scale to a home. Above grade balconies and decks should be designed as an integral element of the building. Balconies and decks should be designed within the mass of a building, or when designed as a cantilevered element of the building, should be supported by substantial structural elements. In no case shall projecting decks be supported by thin, narrow posts or columns.

The underside of balconies and decks visible from adjacent properties shall be treated or stained to match the residence. Railings on balconies, decks, stairs and porches should be made of materials that appear to be natural extensions of the building. Wood-Plastic Composite Deck Boards and Guardrail Systems such as *Trex* decking and *Trexdeck* rail elements for decks are allowed.

#### **4.10 SIGNS**

A maximum of one (1) real estate sales sign or General Contractors sign per lot is permitted. Such signs shall be removed immediately when the property is sold, or the project completed. All signs shall not exceed two feet by four feet in size.

Signs advertising commercial ventures of any type are prohibited.

#### **4.11 LAWN ORNAMENTS, SCULPTURE AND FLAGPOLES**

Lawn ornaments and sculpture are permitted within the building envelope shown on the Final Plat. All such lawn ornaments and sculptures must be tastefully done and limited in nature. Shiny objects are prohibited. All proposed lawn ornaments and sculptures must be identified in the final plans submitted for ACC review.

Regulation of flags is governed by the Colorado Common Interest Ownership Act. It is desired that flags be displayed on structures mounted to the residence. Flags or flagpoles may not be mounted on the roof of any structure.

#### **4.12 LANDSCAPE STRUCTURES, STORAGE SHEDS AND PLAY EQUIPMENT**

All structures not attached to the principal residence, except approved detached garages and those specifically listed in the next paragraph, are prohibited.

Detached structures including garages, landscape structures, gazebos, trellis and/or pergola structures, storage sheds, basketball hoops and dog runs are subject to approval by the ACC and must be clearly designed and indicated in the final design approval documents provided to the ACC for review and approval.

All swing sets, play equipment, climbing apparatus, slides, and/or jungle gyms do not require ACC approval. However, all such structures are subject to ACC and Association inspection for compliance with these Guidelines. Freestanding swing sets, play equipment, climbing apparatus, slides and/or jungle gyms must meet the following:

- Be made primarily of natural wood material
- All colors must be natural earth tones
- Must only be located within the rear yard or side yard area and behind the front plane of the residence.
- Shall not cover a ground space of more than 400 square feet
- Shall not exceed 12 feet in height

- Should be located no more than 25 feet from residence at closest spot Must be maintained in good condition

Trampolines must be installed in ground so that surface does not extend more than 12 inches above the adjacent ground surface

Noncompliant structures must be removed or modified to meet compliance.

#### **4.13 SPAS AND TENNIS OR PLAY COURTS**

The location and types of all exterior spas and tennis or play courts are subject to approval by the ACC and must be clearly designed and indicated in the final design approval documents provided to the ACC for review and approval.

It is desired that all spas be screened from public view by the use of landscape plantings, fences, walls or courtyards. All mechanical equipment related to spas shall be screened from public view.

Spas must be constructed and fenced per all applicable state and local codes if required.

#### **4.14 ADDRESS MARKERS**

All residents are required to have at least one address marker that is visible and legible from the nearest public right-of-way. Address markers attached to the residence should be incorporated into the overall design of the principal structure.

Structural dimensions for freestanding address markers shall not exceed 4' in width, 2' in depth or 3' in height.

#### **4.15 ACCESSORY DWELLING UNITS**

Accessory Dwelling Units as defined in the Garfield County Unified Land Use Code are prohibited. Accessory Dwelling Units are defined as a dwelling unit considered secondary to a primary dwelling unit for use as a complete independent living facility on the same parcel as a permitted principal use and that meets dimensional and other requirements applicable to the principal use, which may be attached to the primary dwelling.

#### **.16 NON-REPETITION OF DESIGNS**

Floor plan and/or elevation design schemes may not be repeated within the subdivision.

#### **4.17 MODULAR AND MOBILE/MANUFACTURED HOMES**

No modular or mobile/manufactured homes shall be placed within the subdivision. For purpose of this section "modular" is defined as a factory-built dwelling that comprises "modules" with three or more walls and a floor, roof or ceiling, and comes equipped with plumbing, electrical and heating systems. Mobile homes that are factory-built units having a chassis and are able to be relocated are considered modular homes.

Certain prefabricated building components that are constructed off-site and brought to the property may be approved if, in the sole opinion of the ACC, they otherwise fully conform to these Guidelines. Although strongly discouraged, the ACC will consider some prefabricated components for incorporation in the finished home. The determining factor will be the percentage of the structure that comes to the job site as completed sections. Generally speaking, if this percentage is above 50%, the project will be denied. The determination for this rests solely with the ACC. The manner in which these pre-designed building components conform to the specific landform on which they are to be placed is a paramount consideration. The building components must be able to integrate the design into the site without excessive cutting or filling or the submittal will be denied. The ACC will also be concerned with the quality and design character of such building components and whether they are consistent with the overall aesthetic fabric of Springridge Reserve Subdivision. Complete plans for all structures that incorporate prefabricated building components must be submitted with the same documentation and detail as required for any other submittal.

#### **5.00 SUBMITTAL PROCESS & DESIGN REVIEW PROCEDURES**

These Guidelines apply to any person wishing to construct any improvements or undertake any construction or development within Springridge Reserve Subdivision, including but not limited to the construction or renovation of all new dwelling units, garages, driveways or parking areas, fences, walls, outdoor play or recreation structures, landscaping, excavation, drainage or grading work, or lighting, unless otherwise specifically exempted by these Guidelines or the Covenants.

The ACC shall keep and safeguard for at least five (5) years complete permanent written records of all approved applications, including one (1) set of the final approved architectural and site development plans, and of all actions of approval or disapproval and all other formal actions taken by it.

#### **5.01 DESIGN REVIEW AND CONSTRUCTION APPROVAL PROCESS**

The design review and construction approval process takes place in six (6) steps:

- Optional Pre-Submission Conference
- Preliminary Design Review
- Final Design Review
- Pre-construction Conference and Site Review Inspections
- Notice of Satisfactory Completion of Improvements to Property



## **5.02 PRE-SUBMISSION CONFERENCE**

Prior to submission of any design documents and materials for review by the ACC, an optional pre submission conference may occur between an ACC representative and the homeowner and/or his representative. The purpose of the conference is to familiarize the homeowner with the procedures and submittal requirements for design review and to familiarize the ACC with the proposed scope of the project. For smaller projects the applicant may request at the time of the pre-submission conference that the ACC consider processing the application in a combined Preliminary/Final review. The decision whether to process a combined Preliminary/Final application remains in the discretion of the ACC.

## **5.03 PRELIMINARY DESIGN REVIEW**

Following the pre-submission conference, a homeowner may initiate a Preliminary Design Review by submitting EXHIBIT B - Review Request Form and Plan Review Submittals Checklist, preliminary design graphics and materials, and the required review fee to the ACC. The Plan Review Deposit (Exhibit G) is due at the time submissions are received by the ACC. Review will not begin until all required deposits are received. A checklist of all preliminary design graphics and materials required for review is included in Exhibit B, Review Request Form and Plan Review Submittals Checklist. Preliminary Design Review is not a requirement of the Submittal Process and Design Review Procedures. but the ACC strongly suggests it be provided to avoid unnecessary impacts due to design revisions that may be determined to be required if only a Final Review is submitted.

**The ACC will not accept incomplete applications for review.**

Upon receipt of a complete application, the ACC representative will schedule a formal Preliminary Design Meeting to review all submittal material for conformance with the Guidelines.

Submittal materials are required to be submitted a minimum of two business days before the scheduled ACC meeting.

Owners and/or their representatives are encouraged but not required to attend the ACC meeting.

The ACC will prepare a written summary of the preliminary design review within thirty (30) calendar days of the meeting.

The site development plans shall contain all information required by the applicable section of these Guidelines. If the proposed development work includes structural work, grading, impact to drainage or topography, or otherwise requires engineering review the submitted plans should be stamped by a licensed Colorado professional engineer.

The ACC may ask for such additional supplemental information as would be reasonably necessary to determine compliance with these Guidelines.

Preliminary design review summaries are valid for a period of six (6) months, subject to extension by a vote of the ACC for up to an additional six (6) month period.

#### **5.04 FINAL DESIGN REVIEW**

Owners will initiate Final Design Review by submitting EXHIBIT B -Review Request Form and Plan Review Submittals Checklist, final design graphics and materials, along with the required review fee to the ACC. The Plan Review Deposit (Exhibit G) is due at the time submissions are received by the ARC. Review will not begin until all required deposits are received. If a preliminary design review was submitted, the Final Design Review must be initiated no later than six (6) months from the date of the preliminary design review summary, unless such period is extended by the ACC.

A checklist of final design graphics and materials required for review is included in Exhibit B.

**The ACC will not accept incomplete applications for review.**

Upon receipt of a complete application, the ACC will schedule a formal Final Design Meeting to review all submittal materials for conformance with the Guidelines.

Submittal materials are required to be submitted a minimum of two business days before the scheduled ACC meeting.

Owners and/or their representatives are encouraged but not required to attend the ACC meeting.

The ACC will prepare a written summary that approves, denies, approves with conditions, or requests additional information concerning the final design within forty five (45) calendar days of the meeting.

Final design approval is valid for one year from the date of the written notice, is site specific and is non-transferable to another lot. Re-submittal for final design approval shall be required should more than one year elapse from the date of the written notice.

An owner who receives final approval and proceeds to commence construction shall be deemed to have agreed with the Association to comply with all representations in the application and all conditions of approval imposed by the ACC.

All changes, modifications, or deviations from the final design approval are subject to review and approval by the ACC and must be submitted in written and/or graphic form prior to proceeding with any revisions. The ACC will determine what information may be required for the property owner before approving or denying the request.

The ACC has discretion to determine that both the esthetic and quantitative requirements contained within these Guidelines are met for any given application.

#### **5.05 PRE-CONSTRUCTION CONFERENCE AND SITE REVIEW**

Owner and Contractor will initiate Pre-Construction Conference and Site Review by submitting a review request from Exhibit A to the ACC. Pre-Construction Conference and Site Review must be initiated no later than six (6) months from the date of the final design review summary, unless

such period is extended by the ACC.

A checklist of requirements for review during the meeting at the site are included in Exhibit A, Exhibit C and Exhibit D.

## **5.06 VARIANCES**

The ACC may, by an affirmative vote of a majority of the members, allow reasonable variances to these Guidelines in accordance with the requirements of the Covenants. No variance shall be granted which contravenes any provisions of the Covenants or which violates the applicable Garfield County Land Use and Building Codes.

No part of a project requiring a Variance may begin before written approval has been granted by the ACC. Failure to obtain approval by the ACC will be cause for enforcement action

Requests made after a non-approved project has started will not be considered and will be treated only as a violation.

Requests must be made in writing, using Exhibit F of these Guidelines.

A variance is hereby defined as a request to alter criteria or requirements of these Guidelines during the planning phase of a construction project.

Variances are generally discouraged by the ACC but may be granted in the sole discretion of the ACC when circumstances such as topography, natural obstructions, hardship, aesthetic or environmental considerations may justify the requested variance. A variance petitioner should have an overriding and compelling reason to request a variance.

Complete information regarding the variance request including site plan, specific drawings, measurements, materials, documentation, etc. shall be submitted to the ACC.

If the ACC, in its sole discretion, determines that the variance request is minor, envisioned by these Guidelines, or will have minimal impact on the neighboring properties, it may allow the variance. If the ACC, in its sole discretion, determines that the variance request is without merit, it may deny the variance.

For purposes of evaluating requests, the term merit shall be defined as how closely the request adheres to the overall intent of the stated goals, requirements, and guidelines of this document. Thus, for example, requests for dog enclosures that are larger than specified in the Guidelines will be denied because the ACC can envision no compelling reason for granting the request that is greater than the stated goal of minimizing impact on the natural environment of Springridge Reserve Subdivision.

If the ACC, in its sole discretion, determines that the variance request has merit but is a substantial deviation from these Guidelines or may have a substantial impact on neighboring properties, the ACC will establish a date on which it will review and act on the variance and inform the petitioner of that date. The petitioner will be directed to contact all lot owners within the Subdivision by U. S. mail, first-class postage prepaid, to the last known address for each Lot Owner as provided to

the Association. The mailing must be approved by the ACC and include complete information regarding the variance requested and inform the owners of their right to object in writing prior to the date of the scheduled review meeting. The mailing must be postmarked no less than 15 calendar days ahead of the scheduled review meeting to attempt to assure that the recipients will receive the notice no less than 10 calendar days ahead of the scheduled meeting. The ACC is free to seek the input of any lot owners at its discretion.

The granting of a variance in a particular instance shall in no event imply or require that such a variance be granted again in the future in a similar situation, and the ACC shall have complete discretion, consistent with the standards and criteria contained in the Guidelines, to grant or deny a variance in each instance on the merits of the particular application and considering the circumstances surrounding the same.

Variations to setbacks, building envelopes, zoning requirements, or other matters may require approval by Garfield County in addition to ACC approval, which is not guaranteed.

### **5.07 APPEALS PROCEDURE**

The owner has the right to appeal any or all decisions by the ACC to the Executive Board.

An aggrieved owner shall submit a written request to the Executive Board within fifteen(15) calendar days of the date of the written decision of the ACC sought to be appealed.

The Executive Board shall hold an appeal hearing within thirty (30) calendar days of the written appeal request. The owner or its representative has the right to be present at that hearing and to present information on its behalf.

The Executive Board will review the decision(s) of the ACC for compliance with these Guidelines. The Executive Board will uphold the decision of the ACC unless it finds that the ACC acted or applied these Guidelines in an arbitrary or capricious manner, or if the ACC otherwise abused its discretion.

No later than thirty (30) calendar days after the meeting the Executive Board shall prepare a written summary of their decision on the appeals request.

All decisions rendered by the Executive Board regarding appeals are final.

### **6.00 INSPECTIONS AND FIELD REVIEWS**

As more fully outlined in section 2.02 above, there will be two inspections: a framing inspection and a final inspection. The Owner or Contractor are responsible for scheduling these inspections with the ACC.

During reasonable hours and upon reasonable notice to the owner or contractor working on the lot, a member of the ACC, any member of Executive Board, and any authorized representative of either of them, shall have the right to conduct a field review to enter upon and inspect any lot, and the improvements thereon, except for the interior portions of any occupied dwelling (which shall

require the permission of the owner or occupant, except in case of emergency, when no notice or permission shall be required, for the purpose of ascertaining whether or not the provisions of the Guidelines have been or are being complied with, or for the purpose of exercising any rights or performing any responsibilities (maintenance, repair, etc.) provided for in the Guidelines and such individuals shall not be deemed guilty of trespass by reason of such entry. For purposes of this section "emergency" shall mean circumstances posing an imminent threat of damage or injury to persons or property.

Upon satisfactory construction of the improvements the ACC will issue a Certificate of Compliance, Exhibit E subject to the requirements of section 2.02 and 2.03 above.

## **7.00 PROJECT START, CONSTRUCTION ACTIVITIES AND PROJECT COMPLETION**

No project may commence until the ACC has given written approval of the submitted plans. The owner/builder shall have twelve (12) months to complete the building from the time the Garfield County Building Permit is issued; unless the Lot Owner first obtains written permission from the ACC to allow for a longer period of construction upon proof of due diligence. In the event written permission is not secured and twelve (12) months from issuance of the building permit has passed, the Association Executive Board may assess penalties in any amount it deems appropriate.

Landscaping is to be complete prior to occupancy of the structure. The ACC may grant one 6 month extension for landscape completion in the event winter weather intervenes. Such extension shall be given in writing. The owner/builder shall endeavor to install all proposed landscaping materials and irrigation systems as soon as possible in the construction schedule to avoid weather-related installation delays.

The Contractor shall take precautions as necessary to protect all existing work in place including but not limited to, landscape, landscape irrigation, curbs and gutters and street paving on all adjacent properties and public right-of-ways. All existing live trees within five feet of the building envelope shall be protected from damage. Temporary access to the building envelope and material staging areas shall be clearly identified on the Construction Documents and approved by the ACC prior to start of construction.

### **7.01 EROSION CONTROL**

During the entire construction period, the Contractor shall provide hay bales and silt fences as required to preclude site drainage from crossing over adjacent properties or over the public right-of-way. Temporary measures for erosion control including appropriate details shall be clearly identified on the Construction Documents for review by the ACC prior to start of construction.

## **8.00 ENFORCEMENT**

In the event the ACC believes that a provision of these Guidelines or the Covenants have been violated the ACC shall issue a written notice to the owner and/or contractor detailing the scope of the violation and requesting a cure within a reasonable period as determined by the ACC.

In the event the cure is not affected within the applicable period; or if in the opinion of the ACC the violation constitutes an immediate threat to the health, safety, or welfare, the ACC may refer the issue to the Executive Board for enforcement. The Executive Board will review any requests for enforcement from the ACC and may take such steps as the Executive Board deems necessary in order to correct the violation. Potential enforcement actions include, but are not necessarily limited to:

Issuance of a Stop Work Order on the project. Upon issuance all work being performed on the property must cease immediately until the issue is corrected to the satisfaction of the Executive Board

Issuance of a Show Cause Order summoning the owner before the Executive Board to show cause why the design approvals should not be revoked, suspended, or additional conditions imposed. At such hearing the owner or its representative may present testimony or offer other evidence on its behalf.

Filing the necessary court action(s) to abate or enjoin the violation.

These proposed enforcement mechanisms are coextensive, and nothing herein prohibits the Executive Board from pursuing such other remedies as may be available at law or in equity.

These Guidelines are approved and adopted on the 17<sup>th</sup> day of September, 2024 at a meeting of the Architectural Control Committee.

**EXHIBIT A**

Pre-Construction Conference and Site Review Checklist Springridge Reserve Subdivision Architectural Control Committee

Date: \_\_\_\_\_  
Submitted by: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Lot Number: \_\_\_\_\_

*All applicable elements listed below must be addressed and checked off by the applicant for the submittal to be deemed complete and before a Site Visit will be scheduled. Form must be signed by architect or owner.*

**SOIL ANALYSIS**

- Test pits within the building envelope
- Includes specific recommendations for foundation construction
- Signed by a certified professional qualified to prepare the document Submitted to ACC at HOA office.

**TOPOLOGICAL SITE SURVEY**

- Drawn in minimum scale 1" = 20'
- Lot corners shown
- Building Envelope, Setbacks and Easements as shown on final Plat Map Proposed building footprint including garage
- Reference points in the anticipated building location as staked on site Existing utility locations and proposed on-site utility runs Benchmarks
- Existing and revised contour lines with minimum 2' intervals Driveway location
- All required trees shown

**SITE STAKING AND TREE FLAGGING**

- Trees to be removed are flagged
- Driveway boundaries stakes are labeled as such and connected by tape
- Proposed utility cuts are stakes in place and connected by tape.

*Please remove tape within 48 hours after site visit. Flagging and stakes to remain in place.*

**OWNER OR ARCHITECT'S SIGNATURE:**

---

**EXHIBIT B**

Review Request Form and Plan Review Submittals Checklist  
Springridge Reserve Subdivision Architecture Control Committee

Date:

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Submitted By:

---

Phone Number:

---

Email:

---

To Be Constructed on Lot:

---

Titled:

---

     **Preliminary Review**

     **Final Review**

*All applicable elements listed below must be addressed and checked off by the applicant for the submittal to be deemed complete and before Plan Review will begin. This form must be signed by architect or owner.*

PLAN REQUIREMENTS (Preliminary & Final)

     Pages of all documents signed and sealed by professional qualified to approve documentation

     Name, address and phone number of professional appear on each page

     Plans are on 24" x 36" sheets, scaled to 1/4" = 1' or larger. Provide Graphic Scale on each sheet.

     North direction is on each page

     Elevations are labeled for compass direction of view

     Subdivision lot number, owners name, mailing address and phone number appears on each page

     2 copies of Plan documents submitted to HOA office for review

SITE PLAN (Required for Preliminary Review) All Items are required for Final Review

     All elements required by EXHIBIT A Topological Site Survey included



- \_\_\_\_\_ All changes required during Preliminary Review by the ACC have been made
- \_\_\_\_\_ Building corners as located by a licensed surveyor, including signature and stamp
- \_\_\_\_\_ Any and all proposed improvements and changes to the lot
- \_\_\_\_\_ Existing and revised contours
- \_\_\_\_\_ Walks, drives and turnaround areas, including materials and colors to be used
- \_\_\_\_\_ Fences
- \_\_\_\_\_ Location of existing and proposed drainage, including any needed culverts
- \_\_\_\_\_ Location and type of any retaining walls and appropriate construction details
- \_\_\_\_\_ Site construction details including delineated staging and parking areas
- \_\_\_\_\_ Any auxiliary construction such as swimming pools, etc. and appropriate construction details
- \_\_\_\_\_ Outline of the building as it meets the adjoining grade
- \_\_\_\_\_ Building and boundary location stakes as placed on-site
- \_\_\_\_\_ Planned utility runs and location of utility meters
- \_\_\_\_\_ Trash enclosures
- \_\_\_\_\_ Location of exterior and driveway lighting

**FLOOR PLAN (Required for Preliminary Review)** All Items are required for Final Review

- \_\_\_\_\_ Completely dimensioned, showing use of each area
- \_\_\_\_\_ Topological elevation
- \_\_\_\_\_ Square footage of each floor
- \_\_\_\_\_ Adjoining decks or patios
- \_\_\_\_\_ Garages, dog runs, trash enclosures, etc.

**ROOF PLAN (Required for Preliminary Review)** All Items are required for Final Review

- \_\_\_\_\_ Elevation of all roof ridgelines, including dormers, corresponding to the topographical measure
- \_\_\_\_\_ All roof pitches, including dormers and porches, and overhang dimensions
- \_\_\_\_\_ All roof materials and finishes labeled
- \_\_\_\_\_ Roof penetrations, chimneys, skylights and crickets are shown
- \_\_\_\_\_ Solar panels (if applicable) are shown

**EXTERIOR ELEVATIONS (Required for Preliminary Review)** All Items are required for Final Review

- \_\_\_\_\_ A minimum of four complete and undivided elevation views from all aspects
- \_\_\_\_\_ Existing and finished grades and the topographical height of all roof ridgelines shown
- \_\_\_\_\_ All proposed exterior materials and types of windows noted
- \_\_\_\_\_ All top plate and roof ridge elevations in topological measure
- \_\_\_\_\_ All exterior lighting is shown
- \_\_\_\_\_ Location of utility meters, trash enclosures, fences, etc. is shown
- \_\_\_\_\_ Solar controls (if applicable) are shown

**FOUNDATION PLAN**

- \_\_\_\_\_ Subsurface geo-technical report
- \_\_\_\_\_ Fully dimensioned and all detail designated
- \_\_\_\_\_ Professional engineer's signed seal

## ELECTRICAL PLAN

\_\_\_\_\_ All exterior lighting shown

## CROSS SECTIONS & WALL SECTIONS

\_\_\_\_\_ Cross Sections - 1/2"=1' scale. Provide one in each direction showing major building elements

\_\_\_\_\_ Wall Sections - 1" = 1' scale. Provide one for each exterior wall type

## STRUCTURAL DRAWINGS

\_\_\_\_\_ Member sizes and design criteria

\_\_\_\_\_ Professional engineer's signed seal

## LANDSCAPE PLAN

\_\_\_\_\_ Areas to receive irrigation shown

\_\_\_\_\_ Method of re-vegetating disturbed areas shown

\_\_\_\_\_ Outline of native areas to remain undisturbed

\_\_\_\_\_ The size, type and number of proposed tree and shrub plantings should be shown.

\_\_\_\_\_ Berms and/or retaining walls shown

## SCHEDULE OF EXTERIOR FINISH MATERIALS (Preliminary & Final)

\_\_\_\_\_ List and provide physical samples of all proposed materials for incorporation in all exterior wall and roof surfaces, including color selections. List and samples must be formally resubmitted with final review documents.

\_\_\_\_\_ Provide Manufacturer names for all selected materials for all wall and roof surfaces, including color selections

\_\_\_\_\_ Provide Manufacturer names for all selected garage doors, exterior doors and windows and exterior light fixtures, including color selections

## VARIANCE

\_\_\_\_\_ Any items requiring a variance request have been submitted

## SITE MARKERS (Required for Preliminary Review)

\_\_\_\_\_ All major corners staked

\_\_\_\_\_ Story poles showing high point of ridge line installed

*Owner or Architect's signature indicating completion:*

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**EXHIBIT C**

Certificate of Architectural Approval Springridge Reserve Subdivision Architectural Control Committee

Date: \_\_\_\_\_

Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Lot Number: \_\_\_\_\_

To be constructed on Lot: \_\_\_\_\_

Approval is hereby given by the Springridge Reserve Subdivision Architectural Control Committee (ACC) to commence construction with the following conditions and exemptions:

1. The General Contractor must meet with the ACC to obtain Contractor Excavation Approval.
2. All revisions required have been made and submissions have been reviewed and approved by the ACC.
3. All Final Submissions have all required professional stamps.
4. All applicable permits, licenses and proof of insurance documents will be required prior to contractor excavation approval.
5. All required fees, deposits will be required prior to contractor excavation approval.
6. Owner and General Contractor understand and agree that all construction will be in strict compliance with plans approved by the ACC and that any changes to the approved plans must be submitted in writing to the ACC for approval in accordance with the Guidelines.
7. A Certificate of Compliance must be obtained from the ACC within one year of the Effective Date shown in the Contractor Excavation Approval section of this document, or the date of issuance if excavation approval is not applicable.
8. Other Provisions:

\_\_\_\_\_  
\_\_\_\_\_

**NOTE: This Certificate of Architectural Approval is automatically revoked one year from the date of issue if construction has not commenced.**

*Review of plans by the ARC does not confer compliance with local building codes or other authorities. Approval for conformation with building codes must be sought from the local authorities.*

This Certificate of Architectural Approval is not effective until:

1. All conditions and exceptions are acknowledged by owner, as evidenced by his/her signature on the original of this document.
2. The executed original is returned to the Springridge Reserve HOA Office.
3. Contractor's Excavation Approval is granted, if applicable. I agree to all the conditions and exceptions contained herein.

**Owner Signature:**

\_\_\_\_\_

**Approval issued by:**

\_\_\_\_\_  
Springridge Reserve Architectural Control Committee

CONTRACTOR EXCAVATION APPROVAL Required before any clearing and excavation can begin. The following Conditions and Requirements have been met:

1. Pre-construction meeting has been held and all conditions of the Certificate of Architectural Approval have been met.
2. All trees to be removed have been re-flagged (if necessary)
3. Site and driveway stakes are still in place or have been restored.
4. Construction and erosion control fencing have been erected as needed.
5. Address sign has been erected.
6. Toile facilities are in place.
7. Benchmarks are still in place and visible

Therefore approval is given to begin clearing and excavation .

**Effective Date:** \_\_\_\_\_

**Approval issued by:**

\_\_\_\_\_  
Springridge Reserve Architectural Control Committee

**EXHIBIT D**

Pre-construction Meeting Checklist  
Springridge Reserve Subdivision Architectural Control Committee

Date: \_\_\_\_\_  
Submitted By: \_\_\_\_\_  
Contact Information: Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Dated: \_\_\_\_\_  
To Be Constructed on Lot: \_\_\_\_\_  
Titled: \_\_\_\_\_

- 1. Owner: \_\_\_\_\_
- 2. Name of Contractor: \_\_\_\_\_
- 3. Owner's Deposit Received: \_\_\_\_\_

- Issues Covered:
- \_\_\_\_\_ Address sign
  - \_\_\_\_\_ Cleanliness
  - \_\_\_\_\_ Toilet Facilities
  - \_\_\_\_\_ Dust control
  - \_\_\_\_\_ Temporary structures
  - \_\_\_\_\_ Equipment unloading
  - \_\_\_\_\_ Driveway and lot access
  - \_\_\_\_\_ Vegetation control/Rock removal
  - \_\_\_\_\_ Framing Inspection
  - \_\_\_\_\_ Fire mitigation
  - \_\_\_\_\_ Construction hours
  - \_\_\_\_\_ Change requests
  - \_\_\_\_\_ Utility locates
  - \_\_\_\_\_ Utility trenches
  - \_\_\_\_\_ Blasting
  - \_\_\_\_\_ Off-street parking
  - \_\_\_\_\_ On-street parking
  - \_\_\_\_\_ Dogs
  - \_\_\_\_\_ Noise
  - \_\_\_\_\_ Water connections
  - \_\_\_\_\_ Exterior Water Meter provided and located on plans
  - \_\_\_\_\_ Sewer connections

\*Contractor acknowledges he has read and understands, and agrees to abide by, requirements pertaining to Enforcement of these Design Requirements and Guidelines. Contractor acknowledges that he understands and agrees to abide by the provisions discussed here. Contractor:

Name \_\_\_\_\_

Signature \_\_\_\_\_

ACC Representative:  
Name \_\_\_\_\_

Signature \_\_\_\_\_

**EXHIBIT E**

Certificate for Compliance

Springridge Reserve Subdivision Architecture Control Committee

Date: \_\_\_\_\_

Submitted By: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

To Be Constructed on Lot: \_\_\_\_\_

Titled: \_\_\_\_\_

A Representative of the Architectural Review Committee (ARC) has determined that the project is in compliance with the Certificate of Architectural Approval issued on: \_\_\_\_\_

Exceptions:

It is hereby declared that the improvements on the above-described property have been satisfactorily completed in accordance with the Certificate of Architectural Approval, or Exhibit C as applicable, issued by the ACC and pursuant to the requirements set forth in the Springridge Reserve Subdivision Covenants Guidelines. The Notice of Change in Existing State of Property recorded in Book: \_\_\_\_\_ At Page: \_\_\_\_\_ in the records of the Clerk and Recorder, Garfield County, Colorado, is superseded by the Certificate of Compliance.

Issued this: \_\_\_\_\_ day of: \_\_\_\_\_, 20\_\_\_\_ .

By: \_\_\_\_\_

Springridge Reserve Subdivision Architecture Control Committee

**EXHIBIT F**

Request for Variance/Change/Modification

Springridge Reserve Subdivision Architecture Control Committee

Date: \_\_\_\_\_

Submitted By: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

To Be Constructed on Lot: \_\_\_\_\_

Titled: \_\_\_\_\_

\_\_\_\_\_ **Variance**

As described in the Guidelines, a request to alter a provision of said Guidelines during the planning phase and prior to receipt of a Certificate of Architectural Approval.

\_\_\_\_\_ **Change**

An alteration in the plans after a Certificate of Architectural Approval has been granted.

\_\_\_\_\_ **Modification**

An alteration in the existing state of a lot, property or residence once initial construction has been completed.

Describe the variance, change or modification (attach any necessary plans, drawings or samples):

Exceptions or conditions required by the ACC:

Approval for this request does not extend Timely Commencement or Timely Completion as defined in the Guidelines.

This Exhibit is not valid until any and all exemptions and conditions required by the ACC have been acknowledged by the owner.

By Owner: \_\_\_\_\_

Change Approved by:

\_\_\_\_\_  
Springridge Reserve Homeowners Association Architectural Control Committee

**EXHIBIT G**

Fee Schedule

Springridge Reserve Subdivision Architecture Control Committee

**New Construction (includes landscaping, screening and fencing)**

Review Fee	1200.00
Road Impact Fee	\$750.00
Consultant Site Visit for Compliance Verification (if needed)	\$195.00
*Owner Deposit	\$30,000

*Changes to Approved Final Review Documents – Billed at Hourly Rates Indicated Below*

**Additions or Remodels (includes landscaping, screening and fencing)**

Review Fee	\$900.00
Consultant Site Visit for Compliance Verification (if needed)	\$195.00
Road Impact Fee (for projects with new foundation)	\$750.00
*Owner Deposit	\$10,000

*Changes to Approved Final Review Documents – Billed at Hourly Rates Indicated Below*

**Landscaping, Screening and Fencing (when not included in an addition, remodel or initial construction)**

Review Fee	\$250.00
Consultant Site Visit for Compliance Verification (if needed)	\$195.00
*Owner Deposit	\$1,000.00

*\*Construction deposits are refundable upon completion of all Work in full compliance with the Approved Final Review Documents, Covenants and Guidelines and satisfactory inspection by the ACC.*

**NOTE: Review Fees include a total of 8 hours of time for new construction 6 hours for remodels by the ACC's Consulting Architect. Additional Architect's time will be billed to the owner at the Architect's hourly rate which is updated annually.**

**The ACC may waive all or part of the Landscaping, Screening and Fencing fees at its sole discretion.**



# EXHIBIT H

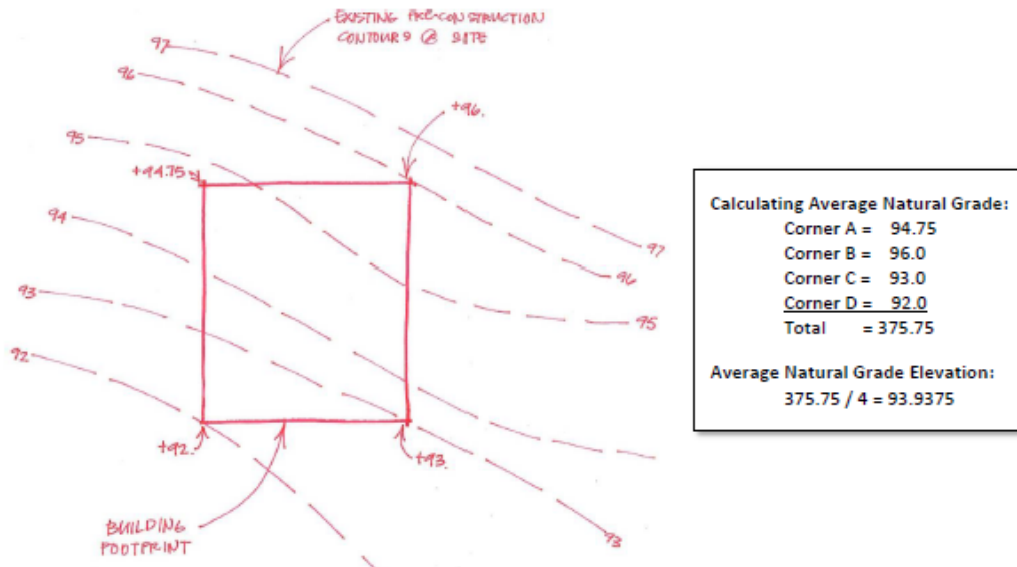


## Building Height Definition and Calculation Procedure

As defined in Garfield County Land Use & Development Code (Article 15, Definitions):

*Height, Building* – The distance, measured vertically, from the average undisturbed or natural ground grade horizontal plane of a structure footprint to the top of a flat roof or mansard roof or to the mid-point between the eave line and the peak of a gable, hip, shed, or similar pitched roof.

In order to measure distances and calculate building height according to the preceding definition, one must first establish the *average natural grade plane* of the subject project site. Subsequent calculations of building height all reference this benchmark, and this flat plane elevation is determined by averaging out the existing site grades (typically illustrated as topographic contour lines) on the site plan. Using a simplistic rectangular floor plan as an example, existing site grades at all four corners of the building footprint are added together and divided by 4, thereby establishing the average natural grade plane elevation (see illustration below).



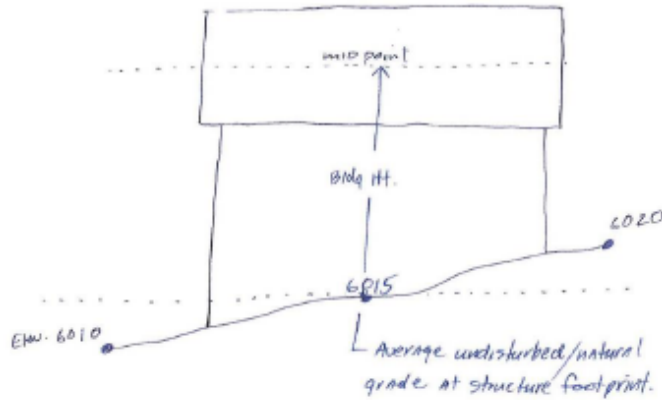
“Average Natural Grade” is used in calculating Building Height

With more complex building footprint configurations, a greater number of building corners will be employed, but the intent remains the same: to define the average natural grade elevation within the confines of the building footprint. Flatter lots will see very little difference between existing site grades at the building corners, whereas steeply sloping lots will have greater variation between building corners. However, the result in both situations will be establishment of a flat horizontal plane which represents average pre-construction grades at the project site prior to any proposed development.

## Measuring Building Height above Average Natural Grade Plane

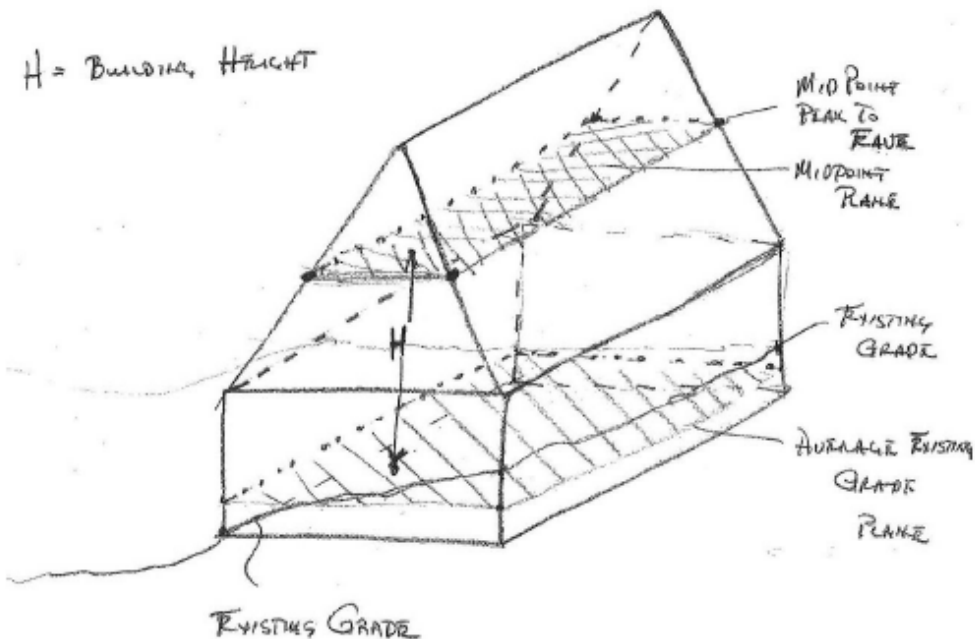
To the extent that the designer provides clear delineation of the existing natural grade plane and measurements to roofs above, it will help facilitate speedy review and confirmation of building height during the plan review of the project. Design drawings that illustrate building height most clearly will typically include exterior elevations and building sections.

A couple of basic illustrations for measurement of building height are provided below:



**ELEVATION VIEW**

*\*Note: Refer back to the definition of "Building Height" on page one to verify specific measuring points for the various types of roofs including flat or mansard vs. shed, hip or gable pitched roofs.*



**3-D VIEW**

It is recommended that all buildings be designed a minimum of several inches lower than absolute maximum building height, as there are design and construction tolerances which must be accounted for in any project. If design drawings indicate that roofs are within 12" of the maximum building height, the Building Department will require a Building Height Survey (aka Improvement Location Certificate) at framing inspection, sealed and stamped by a Colorado licensed professional Surveyor to insure that the building has, in fact, been built in compliance with building height requirements.