



# WINDSOR HIGHLANDS

METRO DISTRICT

---

# ARCHITECTURAL

## GUIDELINES

**DISTRICTS NO. 1 THROUGH NO. 10.**

*Architectural Guidelines are subject to change  
and may vary in different Phases of the neighborhood.*

**NOTE: SOME AREAS HAVE A SUB-HOA.  
(PATIO HOMES, HOMES ON MURANO, TOWNHOMES, CONDOS,  
COTTAGES, APARTMENTS, COUNTRY FARMS, ETC.)  
YOU MUST ALSO SEE YOUR HOA GUIDELINES.**

## TABLE OF CONTENTS

Description	Page
<b>ARTICLE – INTRODUCTION.....</b>	<b>6</b>
Section 1.1           Adoption of Guidelines.....	6
Section 1.2           Application.....	6
Section 1.3           Definitions.....	6
Section 1.4           Appointment of Members.....	6
Section 1.5           Design Standards.....	6
Section 1.6           Contents of Guidelines.....	6
Section 1.7           Effect of Declaration.....	6/7
Section 1.8           Interference with Utilities.....	7
Section 1.9           Goals of Guidelines.....	7
Section 1.10          Interpretations of Guidelines .....	7
Section 1.11         Advising of Neighbors .....	7
<b>ARTICLE 2 – SPECIFIC TYPES OF IMPROVEMNETS.....</b>	<b>7</b>
Section 2.1           General.....	7
Section 2.2           Additions and Expansion.....	7
Section 2.3           Address Numbers.....	7
Section 2.4           Advertising.....	7
Section 2.5           Air Conditioning.....	8
Section 2.6           Animals.....	8/9
Section 2.7           Antennas/Dish.....	9
Section 2.8           Architectural Design Application.....	9
Section 2.9           Astroturf.....	9
Section 2.10          Awnings.....	9
Section 2.11         Balconies.....	9
Section 2.12         Basketball Backboards/Portable.....	9
Section 2.13         Birdhouses and Feeders.....	9
Section 2.14         Boats.....	10
Section 2.15         Bug Zappers.....	10
Section 2.16         Building Height.....	10
Section 2.17         Building Location.....	10
Section 2.18         Campers.....	10
Section 2.19         Carport.....	10
Section 2.20         Circular Drives.....	10
Section 2.21         Clotheslines and Hangers.....	10
Section 2.22         Cloth or Canvas Overhangs.....	10
Section 2.23         Color.....	10
Section 2.24         Corner Visibility.....	10
Section 2.25         Decks.....	10
Section 2.26         Dog Runs.....	10
Section 2.27         Doors.....	10
Section 2.28         Drainage.....	11
Section 2.29         Driveways/Driveway Storage.....	11

Section 2.30	Evaporative Coolers.....	11
Section 2.31	Exterior Lighting.....	11
Section 2.32	Exterior Materials.....	11
Section 2.33	Fire Pits/Firewood Storage.....	11
Section 2.34	Fences/Stain.....	11
Section 2.35	Flags and Flag Poles.....	12
Section 2.36	Garage Doors.....	12
Section 2.37	Garbage Containers.....	12
Section 2.38	Gardens – Flowers.....	12
Section 2.39	Garden – Vegetables.....	12
Section 2.40	Gazebos.....	12
Section 2.41	Golf Cart Community.....	12
Section 2.42	Golf Course.....	12/13
Section 2.43	Grading and Grade Changes.....	13
Section 2.44	Greenhouse Windows.....	13
Section 2.45	Highland Meadows Golf Course.....	13
Section 2.46	Hot Tubs.....	13
Section 2.47	Holiday Decorations.....	13
Section 2.48	Irrigation Systems.....	13
Section 2.49	Junk Vehicles.....	13
Section 2.50	Landscape and Maintenance.....	13/14/15
Section 2.51	Latticework.....	15
Section 2.52	Lights and Lighting.....	15
Section 2.53	Mailbox .....	15
Section 2.54	Masonry Accents .....	15
Section 2.55	Minimum Square Footage.....	15
Section 2.56	Motor Home Vehicles.....	15
Section 2.57	Motorized Vehicles.....	15
Section 2.58	Non-potable Water System.....	16
Section 2.59	Overhangs .....	16
Section 2.60	Outbuilding .....	16
Section 2.61	Painting/Re-painting.....	16/17
Section 2.62	Parking.....	17
Section 2.63	Patio Covers.....	17
Section 2.64	Patios – Enclosed.....	17
Section 2.65	Patios – Open.....	17
Section 2.66	Paving.....	17
Section 2.67	Pets.....	17
Section 2.68	Pipes.....	17
Section 2.69	Plan Review .....	17
Section 2.70	Play and Sports Equipment.....	17
Section 2.71	Poles.....	17
Section 2.72	Pools.....	17
Section 2.73	Pool/Clubhouse.....	17/18

Section 2.74	Porch/Front Patio.....	18
Section 2.75	Radon Systems.....	18
Section 2.76	Rear & side lot elevations.....	18
Section 2.77	Roofs.....	18
Section 2.78	Satellite Dish.....	18
Section 2.79	Security Bars.....	18
Section 2.80	Setbacks.....	18/19
Section 2.81	Sheds.....	19
Section 2.82	Shutters – Exterior.....	19
Section 2.83	Single family home.....	19/20
Section 2.84	Siding.....	20
Section 2.85	Signs.....	20
Section 2.86	Skylights.....	20
Section 2.87	Snow Removal.....	20
Section 2.88	Solar Energy Devices.....	20
Section 2.89	Sprinkler Systems.....	21
Section 2.90	Square Footage.....	21
Section 2.91	Stain (Fence).....	21
Section 2.92	Statues/Fountains/Water Features.....	21
Section 2.93	Storage Front Yard or Street View.....	21
Section 2.94	Storage Sheds.....	21
Section 2.95	Storm Doors.....	21
Section 2.96	Sunshades.....	21
Section 2.97	Swamp Coolers.....	21
Section 2.98	Swing sets.....	21
Section 2.99	Temporary Structures.....	21/22
Section 2.100	Temporary Vehicles.....	22
Section 2.101	Tennis Courts.....	22
Section 2.102	Tennis Facility.....	22
Section 2.103	Trailers.....	22
Section 2.104	Trampolines.....	22
Section 2.105	Trash.....	22
Section 2.106	Tree houses.....	22
Section 2.107	Under drains.....	22
Section 2.108	Utility Equipment.....	22
Section 2.109	Vanes.....	22
Section 2.110	Variances.....	22
Section 2.111	Vehicles.....	23/24
Section 2.112	Vents.....	24
Section 2.113	Views.....	24
Section 2.114	Walls – Retaining.....	24/25
Section 2.115	Wells.....	25
Section 2.116	Wind Turbines.....	25
Section 2.117	Windows.....	25

Section 2.118	Wood – Storage.....	25
<b>ARTICLE 3 – PROCEDURES FOR ACC APPROVAL.....</b>		<b>25</b>
Section 3.1	Submission of Plans.....	25
Section 3.2	Expenses.....	25
Section 3.3	Governmental Approvals.....	25
Section 3.4	Delegation.....	25
Section 3.5	Review.....	25/26
Section 3.6	Voting and Appeals.....	26
Section 3.7	Prosecution of Work after Approval.....	26
Section 3.8	Notice of Completion.....	26
Section 3.9	Inspection of Work.....	26
Section 3.10	Notice of Noncompliance.....	26/27
Section 3.11	Correction of Noncompliance.....	27
Section 3.12	No Liability.....	27
Section 3.13	Variance.....	27
Section 3.14	Waivers; No Precedent.....	27
<b>ARTICLE 4 – CONSTRUCTION &amp; BUILDER REGULATIONS.....</b>		<b>28</b>
Section 4.1	Introduction.....	28
Section 4.2	Access to Construction Areas.....	28
Section 4.3	Vehicles and Parking Areas.....	28
Section 4.4	Storage of Materials and Equipment.....	28
Section 4.5	Construction Activity Times.....	28
Section 4.6	Sanitary Facilities.....	28
Section 4.7	Debris and Trash Removal.....	28
Section 4.8	Excavation and Grading.....	28
Section 4.9	Damage, Repairs and Restoration.....	29
Section 4.10	Inspections.....	29
Section 4.11	Pets.....	29
Section 4.12	Security.....	29
Section 4.13	Noise.....	29
Section 4.14	Lot Maintenance.....	29
<b>ARTICLE 5 – MODEL HOME EXEMPTION.....</b>		<b>29</b>
Section 5.1	Introduction.....	29
Section 5.2	Exemption.....	29/30
Section 5.3	Regulation.....	30
<b>ARTICLE 6 – ENFORCEMENT.....</b>		<b>30</b>
Section 6.1	Remedies.....	30
Section 6.2	Fines.....	30
Section 6.3	Discretion.....	30/31
<b>ARTICLE 7 – GENERAL PROVISIONS.....</b>		<b>31</b>
Section 7.1	Severability.....	31
Section 7.2	Headings.....	31
Section 7.3	Amendment.....	31

## ARTICLE 1. INTRODUCTION

Section 1.1 Adoptions of Guidelines. These design guidelines (“Guidelines”) have been taken from, and adopted pursuant to, the Declaration of Covenants, Conditions, Restrictions and Easements from Highland Meadows Golf Course Subdivision dated 03/16/04 & 04/21/2004 (the “Declaration”). These Guidelines have been promulgated and adopted by the governing board (“Governing Board”) of the Windsor Highlands Metropolitan District No. 1 through No. 10 (the “Metropolitan Districts” or “The Districts”) for the single-family home, not for the Townhomes, Condos, Apartments, and Cottages.

Section 1.2 Application: These Guidelines shall apply to Improvements constructed, erected, placed, or altered within Windsor Highlands Metro Districts. Certain provisions of these Guidelines may be different from design guidelines for other phases within the Development. In the event of any actual or apparent conflict between these Guidelines and the design guidelines for other phases within the Development, these Guidelines shall prevail as to Improvements within other Filings.

Section 1.3 Definitions. Unless the context clearly indicates otherwise, capitalized terms used in these Guidelines shall have the meaning given to such terms in the Declaration.

Section 1.4 Appointment of Members to ACC. The members of the Architectural Control Committee (“ACC”), as defined in the Declaration, are appointed by, and serve at the pleasure of, the Governing Board.

Section 1.5 Design Standards. The Declaration requires prior approval by the ACC or its designated representative before any Improvement is constructed, erected, placed, or altered. These Guidelines establish certain acceptable designs for different types of proposed Improvements. These Guidelines are intended to assist the Owners. Prior to installation or commencement of construction, all proposed Improvements (except those constructed by the Declarant) must be submitted to the ACC for review and approval.

**Article XI, Section 2 of the Declaration provided as follows:** No construction, alteration, addition, modification, exterior decoration, exterior redecoration, or reconstruction of any building, fence, wall, structure, Landscaping, or other improvement within the Common Interest Community shall be commenced or maintained until the plans and specifications thereof shall have been approved by the Architectural Control Guidelines (“ACC”).

Section 1.6 Contents of Guidelines. In addition to the introductory material, these Guidelines contain:

1.6.1 A list of specific types of proposed Improvements which Owners might wish to make, with specific information as to each of these types of proposed Improvements.

1.6.2 A summary of procedures for obtaining approval from the ACC.

1.6.3 A summary of construction and builder regulations.

1.6.4 See approved design for fences on over all fence plan; and

Section 1.7 Effect of Declaration. Each Owner shall receive and should become familiar with the Declaration. These Guidelines are supplementary to all of the terms and provisions of the Declaration. Nothing in these Guidelines shall supersede or alter the provisions or requirements of

the Declaration. In the event of any actual or apparent conflict between these Guidelines and the Declaration, the Declaration shall prevail.

Section 1.8 Interference with Utilities. In making proposed Improvements, Owners are responsible for locating all water, sewer, gas, electric, telephone, cable television, irrigation lines, and other utility lines and easements. Owners should not make any proposed Improvements over such easements without the consent of the utility involved, and Owners will be responsible for any damage to utility lines. Underground utility lines and easements can usually be located by contacting the Utility Notification Center of Colorado at 811 or 1-800-922-1987 and/or go online [www.uncc.2.org](http://www.uncc.2.org).

Section 1.9 Goals of Guidelines. Compliance with these Guidelines and the provisions of the Declaration will help preserve the inherent architectural and aesthetic quality of the Property. It is important that the proposed Improvements be made in harmony with, and not detrimental to, the rest of the Property. A spirit of cooperation with the ACC and neighbors will go far in creating an optimum environment which will benefit the Owners. By following these Guidelines and obtaining approvals for proposed Improvements from the ACC, Owners will be protecting their financial investment and will help to promote proposed Improvements that are compatible with the other Improvements within the Property.

Section 1.10 Interpretations of Guidelines. The ACC and the Governing Board shall interpret these Guidelines.

Section 1.11 Advising Neighbors. It is suggested that Owners advise neighbors prior to submitting forms for proposed Improvements. The ACC may request adjacent neighbor input.

## **ARTICLE 2. SPECIFIC TYPES OF IMPROVEMENTS**

Section 2.1 GENERAL: Following is a listing, in alphabetical order, of specific types of Improvements which the Owners typically consider installing, with pertinent information as to each. Unless otherwise specifically stated, drawings and plans for proposed Improvements must be submitted to the ACC and the written approval of the ACC obtained before the Improvement is made. See web site and or document attached to use for submitting plans. Documents to use for submittal are the Architectural Design Application. Any Improvement not specifically listed herein requires review and written approval of the ACC. Drawings or plans shall include dimensions, setbacks, roof slopes, types of materials and both elevation and plan views of all proposed expansions or additions. Applications for paint change must be accompanied by samples or chips of the colors to be approved, along with a written description of color schemes of adjacent homes. The ACC may obtain input from the Governing Board on any request for approval. See the Town for any permits that may be needed.

Section 2.2 ADDITIONS AND EXPANSIONS: ACC approval is required. Additions or expansions to the residence will require submission of detailed plans and specifications, including description of materials to be used, and plan and elevation drawings showing dimensions, setbacks, roof slopes, etc. Additions and expansions must be of the same architectural style and color as that of the residence. All work is subject to obtaining the required permits from the Town.

Section 2.3 ADDRESS NUMBERS: ACC approval is required to change or relocate the existing address numbers originally installed by the builder. Any additional address numbers or numbers larger than six inches must have approval from the ACC.

Section 2.4 ADVERTISING: See Signs. (No advertising signs of any character shall be erected)

Section 2.5 AIR CONDITIONING EQUIPMENT: No types of refrigerating, cooling, or heating apparatus shall be permitted on a roof. Further, no such apparatus shall be permitted elsewhere except when appropriately screened from the view of adjacent property owners and approved by the ACC. Such apparatus should be installed in a way that any noise heard from adjacent properties is minimized. Without limiting the foregoing, conventional air conditioning units located on the ground of a Lot are permissible when approved by the ACC in accordance with the preceding sentence. No window mounted AC units. Evaporative coolers not permitted.

Section 2.6 ANIMALS: The owner or his or her representative of each lot may keep a **reasonable number (3 or less)** of bona fide household pets including dogs, cats, some reptiles, or other domestic animals sold in pet stores. Livestock, poultry, some reptiles (not sold in pet stores) or insects of any kind shall not be raised, bred, kept, or boarded in or on the Property; a bona fide pet does not include domesticated animals, livestock, such as chickens, turkeys, goats, cows, horses, or any wild animals. No pets are to be kept for any commercial purpose and are not kept in such number or in such manner as to create a nuisance to any resident of nearby properties.

2.6.1 Animal Waste: The Owner or his or her representative shall be responsible for collecting and properly disposing of any animal waste and dispose of properly (use dog stations on site). The Town does have a code on this and if you see or have an issue call Town code enforcement who may direct you to call Larimer County Animal Control. No Owner or his or her representative of a dog may permit it to leave feces or upset garbage on public property or the private property of another. The Owner or his or her representative should be considerate of dogs urinating on private property.

2.6.2 Barking/Nuisance: The Owner or his or her representative shall be responsible for animal nuisance/barking. Animal nuisance/barking must be controlled. If you have these issues, contact the call Town code enforcement who may direct you to call Larimer County Animal Control. It is unlawful for any person owning or keeping and to fail to prevent such animal from disturbing the peace of any other person by loud, persistent, and habitual barking, howling, yelping, mewing, or making any loud, persistent, and habitual noise whether the animal is on or off the owner's premises.

2.6.3 Breeding/Ownership: The ACC has the right and authority to determine in its sole discretion that dogs, cats, or other household pets are being kept for commercial purposes or are being kept in such number or in such manner as to be unreasonable or to create a nuisance. Or that an Owner or resident is in violation of the applicable jurisdiction or other applicable governmental laws, ordinances, or other provisions related to household pets; or that an Owner or resident is otherwise in violation of the provisions of this Section. In any such case, the ACC may take such action(s) as it may deem appropriate.

2.6.4 Livestock: No livestock, poultry, some reptiles (not sold in pet stores) or insects of any kind shall be raised, bred, kept, or boarded in or on the Property; a bona fide pet does not include domesticated animals, livestock, such as chickens, turkeys, goats, cows, horses, or any wild animals. No livestock or insects are to be kept in or on the lot.

2.6.5 Pet Leased: All household pets shall be controlled by their Owner and shall not be allowed off the Owner's Lot except when properly leashed and accompanied by the Owner or his or her representative. Proper control of your dog means to simultaneously monitor, direct and restrict a dog's movement and activities in a humane manner. If you see loose animals or have issues with an animal, you should call Town code enforcement who may direct you to call Larimer County Animal Control.



2.6.6 Registered Animals: All pets should be registered with the Town and or County. The owner of all dogs kept within the Town shall secure and maintain a current County Dog License for each dog over 4 months old. All Town and or County ordinances should be followed, and any Town or County ordinance supersedes these guidelines.

2.6.7 Responsibility of Owners: An Owner's right to keep household pets shall be coupled with the responsibility to follow all Town, County and State codes ordinances. To pay for any damage caused by such pets, as well as any costs incurred as a and/or result of such pets. Any issue/damages with an animal would be between you and the animal owner.

Section 2.7 ANTENNAS: ACC approval is required. Except as may otherwise be permitted by the ACC, no exterior radio antenna, television antenna, or other antenna, or audio or visual reception device of any type shall be placed, erected or maintained, except inside a residence or otherwise concealed from view; provided, however, that any such devices may be erected or installed by the Declarant (or by any builder with the express written consent of the Declarant) in connection with the sale or rental of Lots, or otherwise in connection with development of or construction on the Property; and provided further, however, that the requirements of this section shall be subject to the Telecommunications Act of 1996 and applicable regulations, as amended from time to time.

2.7.1 SATELLITE DISH: One meter or less is allowed, avoid front of home. Mount on side of house or rear of lot, ground mount is encouraged in rear lot. Please watch where dish is mounted to home, use care in placement.

Section 2.8 ARCHITECTURAL DESIGN APPLICATION ("ADA"): The "ADA" must be used for when you are building a new home, first time landscaping or doing modifications /up-grades to the exterior of your existing home or any landscaping. If you are placing a deck, concrete patio, covered patio, upgrading your landscaping, painting your home or any exterior projects you must submit the Architectural Design Application ("ADA") for approval. Review fees may apply. You can find this document on the District web site. **Check your area to see if you are in a sub-HOA.** (Patio Homes and/or homes on Murano)

Section 2.9 ASTRO-TURF: New styles will be looked at; **ACC approval is required.**

Section 2.10 AWNINGS: CLOTH OR CANVAS ONLY ACC approval is required.

Section 2.11 BALCONIES: See Decks. ACC approval is required.

Section 2.12 BASKETBALL BACKBOARDS: Unless otherwise approved by the ACC, no basketball hoops within the Property may be attached to a residence or garage. Subject to ACC approval, certain basketball hoops may be installed on a free-standing pole along the driveway between the sidewalk and the residence. Not allowed in ROW or easement.

2.12.1 BASKETBALL HOOP/ PORTABLE (Or any portable sports equipment): May be temporally allowed on front driveways or placed in their yard. **Portable sports equipment is not allowed on Town streets or walks.** An Owner or resident is responsible for checking on and maintaining compliance with local Town codes.

Section 2.13 BIRD HOUSES AND FEEDERS: ACC approval is not required if limited to 2 feet by 2 feet and if not more than two in number are installed on front of Lot. More than two ACC approvals are required. Rear of lot is allowed. A birdhouse or birdfeeder may not be attached to the District fence. (Remember to clean Bird house, waste stains can be seen from street)

Section 2.14 BOATS: See Vehicles. (Not allowed to be stored on lot, driveway or the street, storage in garage only)

Section 2.15 BUG ZAPPERS: ACC approval not required, please only keep on when you are outside, do not leave bug zapper on all the time.

Section 2.16 BUILDING HEIGHT: The maximum overall height of all Improvements as measured from the lowest natural grade adjacent to a site wall to the highest point of the Improvement (excluding chimneys) shall be 35 feet, unless approved by the developer. ACC approval is required, plus Town approval. Design scheme, traditional-contemporary. Town code is followed for height.

Section 2.17 BUILDING LOCATIONS: See Setbacks. (No structures allowed in setbacks)

Section 2.18 CAMPERS: See Vehicles. (Not allowed to be stored on lot or the street, storage in garage only)

Section 2.19 CARPORT: Not permitted.

Section 2.20 CIRCULAR DRIVES: ACC approval is required. See Driveways.

Section 2.21 CLOTHESLINES AND HANGERS: No clotheslines or drying yards shall be so located as to be visible from a street, depending on lot location of lot. ACC approval is required.

Section 2.22 CLOTH OR CANVAS OVERHANGS: ACC approval is required.

Section 2.23 COLOR: The color of all exterior materials used on a residence or other Improvements within the Property must be approved in advance by the ACC. All painted exterior railing to match trim or siding color.

Section 2.24 CORNER VISIBILITY: Compliance with the Towns intersection sight distance criteria is required for any work on corners or street side of lot. This includes tree and shrub placement.

Section 2.25 DECKS or BALCONIES: ACC approval is required. Decks must be constructed of wood or other material matching the material of the residence and, if painted, must match the color scheme of the residence, unless otherwise approved by the ACC. Decks must be installed as an integral part of the residence and patio area. Construction of decks over easement areas is not permitted. Dimensions and location must be submitted on drawings. The ACC will review lot size as a factor in approval of decks. Homeowner or Contractor cannot take down District fencing for access to yard. Homeowner or Contractor cannot drive across District Landscape for access to yard. Town permit/approval may be required and is your responsibility to obtain. No contractor advertising allowed.

Section 2.26 DOG RUNS: ACC approval is required. Dog runs shall be located so as to not be visible from the street if it can be helped, try to find location that does not interrupt neighbors' space. Dog runs shall not be located within five (5) feet from any property line and shall be screened by approved materials so that the dog therein is not visible from the streets if possible (Due to the Wrought Iron fence and two rail fence shield dogs run as much as possible). No chain link fence. "Invisible" electric fences shall generally be permitted along property lines. Fencing is approved District fencing only, see fence specs for your area.

Section 2.27 DOORS: New or replacement exterior doors which do not match existing doors on the residence, including, but not limited to, doors to entryways, garage doors, security doors, and the like require ACC approval. The color should be similar or complimentary to the color of the Residence. Unpainted aluminum doors are not permitted. See also Garage Doors.

Section 2.28 DRAINAGE: Each Owner shall maintain the grading upon his/her lot (including grading around the building foundation) at the slope and pitch fixed by the final grading thereof, including landscaping and maintenance of the slopes, so as to maintain the established drainage. Each owner shall not in any way interfere with the established drainage pattern over his lot. In the event that it is necessary or desirable to change the established drainage over any lot, then the Owner thereof shall submit a plan to the ACC for its review and approval, in accordance with the provisions of the Guidelines and Covenants any such change shall also be made in accordance with all laws, regulations and resolutions of any applicable governmental entities. For purposes of this Section, "established drainage" is defined as the drainage which exists at the time final grading of a lot by the Developer, or a builder as completed. Do not run drains to discharge on District property.

Section 2.29 DRIVEWAYS: Modifications to the original driveway and circular drive additions require ACC approval and must be aesthetically pleasing and in conformance with the overall look of the Property. Colored/stamped concrete must be approved. Modifications or additions to the drive may not exceed three (3') in width on either side. Asphalt or crushed gravel extensions are not permitted. Town permit/approval required on driveway additions and or extensions. See Town code on driveway percentage to lot size. Most lots are at maximum with when built. 45% of lot.

Section 2.29.1 DRIVEWAY STORAGE: For appearance purposes, no storage allowed on driveway, no material, junk (landscape material, building material, furniture, etc.) is allowed to be on the driveway longer than 72 hours. Special permit from "The Districts" can allow material to be stored longer, due to work on home. The Owner must provide a Town permit if applicable. New homes under construction, storage is permitted.

Section 2.30 EVAPORATIVE COOLERS: Not permitted.

Section 2.31 EXTERIOR LIGHTING: See Lights and Lighting.

Section 2.32 EXTERIOR MATERIALS: The only acceptable exterior building materials are high-quality hardboard siding, brick, stone, stucco, or other harmonious materials utilized for accent or home details as approved by the ACC. See Masonry Accents for additional requirements.

Section 2.33 FIRE PITS: Fire pits gas or wood burning are allowed with ACC approval. All fire pits must be fire rated and must comply with Town codes. Check with the Town on permits.

The fire pit must be at least 15 feet from the property line. Residents must comply with no burn days and/or fire bans by the Town and/or County on wood burning fire pits.

2.33.1 FIREWOOD STORAGE: No wood piles or storage areas shall be so located as to be visible from a street.

Section 2.34 FENCES: ACC approval is required. Chain link fencing shall not be permitted. Side yard fencing will be the responsibility of the homeowner and **must conform to required fence criteria as specified by Declarant**. Stain: "Walnut" is the approved stain for the Districts, see chip and codes on web site. As indicated on the Highland Meadows Golf Course Community Neighborhood Fencing Plan dated 5/01/04. Lots that have the wrought iron fence in the rear, the side lot fence will match. **In District No. 7, No. 8 and No. 9 will have different fences, call the District for spec, or go to the web site.** White Vinyl Privacy Fence Panels are common in newer Districts. Gates in District fence must have ADA turned in for review. If approved, deposits may be required for the gate to be installed if approved. **You cannot use a clear stain or natural colors.** Keep in mind these clear/natural stains are very flammable on your fence. **No gates on lots that back to the golf course. Golf Course is Private Property, no trespassing.**

Section 2.35 FLAG and or FLAG POLES: ACC approval is required. Only two (2) flag's pole per Lot will be permitted. Flags and or Flagpole attached to the home 5' (15 sq. feet or less does not need ACC approval, when attached to the home) Flags allowed; United States of America, Colorado State Flag, and any United States of America Military Flag. Holiday, encouragement, Seasonal or Sports Flags attached to the home are limited to 15 Sq. feet and are allowed to be displayed. The district may regulate the size and location of a sign, but it may not regulate the message unless with words of profanity.

Section 2.36 GARAGE DOORS: ACC approval is required. Submittal shall include manufacturer's details and proposed paint color. Unless approved otherwise by the ACC, garage doors shall match the field color of the residence. Garage doors must relate to the residence's design elements. Architectural grade doors are a minimum requirement on all residences. Acceptable materials include manufactured or natural wood, sectional metal paneled doors finished, as appropriate (paint or stain), to match the residence. All garage doors must be recessed a minimum of eight (8) inches.

Section 2.37 GARBAGE CONTAINERS: See Trash Containers. Trash/Recyclables or yard waste collection day is **Tuesday**. Trash/Recyclable/Yard waste containers must be stored in garage or side lot, behind fence. Trash day (**Tuesday**) is determined by the Board. This is to limit truck traffic in the community. Trash/Recyclable/Yard waste containers should be covered, and lids secured to prevent littering.

Section 2.38 GARDENS – FLOWERS: ACC approval is not required if the area was designated as a flower garden on the original approved landscape plan. All flower gardens shall be carefully maintained.

Section 2.39 GARDENS – VEGETABLE: ACC approval is not required if located in the rear or side yard and the area on the original approved landscape plan were designated as a vegetable garden. Vegetable gardens are not permitted in the front yard. All vegetable gardens shall be carefully maintained. Keep drainage in mind when watering.

Section 2.40 GAZEBOS: ACC approval is required. A gazebo is generally a detached, open, six to eight-sided structure. The submittal must include a plot plan with gazebo location noted, and an elevation plan showing materials and dimensions. Some Lots may not be suitable for gazebos. Check with the Town if a permit is needed.

Section 2.41 GOLF CART COMMUNITY: "WHMD" is a Golf Cart Community per Town of Windsor Resolution No. 2014-18. See the Town of Windsor codes on driving a golf cart on the Public Roadways within the neighborhood and obey all traffic laws. Golf cart drivers should have a valid driver's license. If caught driving a golf cart on the Public Roadways within the neighborhood without a valid driver's license or not obeying traffic codes, you will be looking at the normal fines and other costs, associated with any traffic ticket. Make sure when driving a golf cart, you stay within the District/community boundaries. You will see golf cart signs posted at all the exits from our District/community. If you see issues of concern, call the Police, the police handle road enforcement.

Section 2.42 GOLF COURSE: The Highland Meadows Golf Course is a private business and/or a separate District. With this being said the Highland Meadows Golf Course is private property and you are asked not to trespass. You cannot take walks on the golf course; you cannot walk your dogs or cross-country ski on the golf course. You cannot dump waste on the golf course. You cannot mow the native grass. You cannot spray broadleaf herbicide on golf course property. Maintain grass

or weeds on your side of the property line, do not mow or spray any chemicals on the golf course. You are not allowed on the golf course unless you are paying and playing golf. You are not allowed just to enter the golf course and start playing golf, you must check in and pay to play golf on the golf course. Those of you that live along/back up to the golf course you cannot put a gate in the District fence to access the Golf Course property. If you would like more information on Highland Meadows Golf Course, please go to the Golf Pro-shop.

Section 2.43 GRADING AND GRADE CHANGES: See Drainage. **(Do Not Change Grade without engineered plans)**

Section 2.44 GREENHOUSE WINDOWS: ACC approval is required.

Section 2.45 HIGHLANDS MEADOWS GOLF COURSE: Not part of the residential Districts. The Highland Meadows Golf Course is a private business and/or a separate District. The HMGC is private property, no hiking, biking, walking, etc. on the course. Pay fees to enter.

Section 2.46 HOT TUBS: ACC approval is required. Hot tubs must be an integral part of the deck or patio area and of the rear yard landscaping. Hot tubs must be in the rear yard. Homeowner or Contractor cannot take down District fencing for access to yard. Homeowner or Contractor cannot drive across District Landscape for access to yard.

Section 2.47 HOLIDAY DECORATIONS: All seasonal decorations may not be installed more than Forty (40) days prior to a holiday and must be removed within Forty (40) days following that particular holiday or celebration. Consideration of neighbors should be exercised when decorating for any occasion. Year-round seasonal lighting requires ADA submitted for review.

Section 2.48 IRRIGATION SYSTEMS: ACC approval is required. All landscaping shall be irrigated with a fully automatic underground sprinkler system. Turf areas shall be irrigated with pop-up spray or pop-up rotary sprinklers. Planting bed areas shall be irrigated with low volume drip irrigation. Systems should be set up as to conserve water and follow Town codes and/or water Districts codes. Homeowner or Contractor cannot take down District fencing for access to yard. Homeowner or Contractor cannot drive across District Landscape for access to yard.

Section 2.49 JUNK VEHICLES: See Vehicles. (Not allowed to be stored on lot or the street, storage in garage only)

Section 2.50 LANDSCAPE AND MAINTENANCE:

2.50.1 Landscaping Plans. Landscaping plans (1 set) and other required documents shall be submitted to the ACC for review and approval prior to the installation of landscaping. **Fees may apply.** Plans (1 set) reviewed more than 2 times will charge an additional fee per review. Landscaping plans may be submitted with the Construction Drawings but must be **PRIOR TO COMMENCEMENT OF LANDSCAPING**. Plans must depict fences, decks, sod, seeded areas, retaining walls, rock, railroad ties, sprinkler system, sizes, and species of nursery materials, and include a drainage and grading plan that coincides with the builders, and shows any Improvements or alterations thereto.

2.50.2 Irrigation Systems: ACC approval is required. All landscaping shall be irrigated with a fully automatic underground sprinkler system. Turf areas shall be irrigated with pop-up spray or pop-up rotary sprinklers. Planting bed areas shall be irrigated with low volume drip irrigation.

2.50.3 Planting Requirements. For single family Lots, a minimum of two (2) trees shall be required and three (3) shrubs in the front yard and back yard. The front yard must have one pine/evergreen tree as the part of the two trees. (Total 4 trees and 6 shrubs total). Trees shall be no less than two (2) inch caliper when installed, and in the case of evergreens/pine, each evergreen/pine tree must be no less than six (6) feet (6' above ground, not including root ball) in height when installed. Shrubs should be 5 gallon minimum. Corner lots minimum of two (2) trees shall be required in the median area on the side of the residence. The two (2) trees in the median area must be canopy trees. Trees should be at least 5 feet from property lines and shrubs at least 3 feet from property lines. At least forty percent (40%) of the front yard's landscapable area must be comprised of turf, if less ACC will be reviewed. All shrub beds shall be designed and installed so that they look fully planted. Large expanses of exposed mulch shall not be allowed. Exemptions to landscape would be some Cul-de-sac's lots due to radius, street light poles, utility pedestals, Town site triangle/distance from driveway. Additional quantities and larger planting sizes are encouraged.

2.50.4 Timing of Installation. Within the time frames as hereinafter provided, the Owner (other than the Declarant, or a builder with the express written approval of the Declarant) of each Lot shall install landscaping on all of the Lot which is not covered or enclosed by a building, fence or other structure, and shall thereafter maintain such landscaping in a neat and attractive condition, including periodic and horticulturally correct pruning, removal of weeds, and replacement of landscaping. The Owner of each Lot (other than Declarant, or a builder with the express written approval of the Declarant) shall install landscaping on such Lot **within one hundred eighty (180) days** after acquisition (Closing) of such Lot by such Owner if said acquisition occurs between October 15 and May 15 (Winter months); Landscaping can wait until after May 15<sup>th</sup> to start and must be completed by October 15<sup>th</sup>. \*Turn in your ADA and landscape plans for review during the winter months\*. Priority should be given to the installation of landscaping in front yards, and unless otherwise agreed in writing between a builder and the Declarant, builders will be required to install front yard landscaping in conjunction with the construction of the residence on a Lot.

2.50.5 Lot Maintenance or Home: Builder/owner of lot/home should mow lot or yard several times a year keeping the lot/home sodded areas in a neat appearance. Lot/home should be mowed so ground cover or turf areas is less than 6 inches, plus weed trim along property lines. Lot/home should have erosion control where needed and kept up. Empty lots: Construction material and trash bins can be stored on lot/lots approved for construction or in the general area. This is for short term usage as a staging area for material, equipment storage, wash out and or foundation dirt storage. Keep in mind looks of area, keep area organized.

2.50.6 Landscape Maintenance: Lot owner is expected to maintain yard, keeping yard mowed less than six (6) inches, all trees and shrubs pruned and looking nice. Any trees and/or shrubs that are dead are expected to be removed and replaced with an equal size tree and or shrub, if tree is new. Trees shall be no less than two (2) inch caliper when installed, and in the case of evergreens/pine, each evergreen/pine tree must be no less than six (6) feet (6' above ground, not including root ball) in height when installed. Shrubs should be five (5) gallons or larger. To help appearances in the neighborhood and to help maintain property values, yards should look nice and avoid any storage in the front of the home. The front yard should have at least one deciduous tree and one pine/evergreen tree. (Updated)

2.50.7 Lawn Art: Statues (Gnomes, angles, frogs, deer, sculptors etc.), bird baths, etc., should not be over 36 inches and limited to six (6) items in your front yard. ACC approval is not required unless you exceed limits and/or height in the front yard. Placement of back yard lawn art

should not be visible from street and is at your discretion, on numbers of lawn art pieces, but not to exceed fence height without ACC approval. You must submit an ADA form and receive approval from the design review committee to exceed height limits in your yard. Lawn Art may be reviewed on inspections if art does not blend in with community or has offensive over tones, homeowner may be asked to remove lawn art. This is to be decided by Design Review Committee.

2.50.8 ENFORCEMENT OF LANDSCAPING: If any Owner fails to comply with this Section, or with the requirements of the ACC in installation or maintenance of landscaping, the Metropolitan District or the ACC may, at the direction of the Governing Board, to start fines. The foregoing remedy is not exclusive of any other remedies that may be available at law or in equity.

Section 2.51 LATTICEWORK: ACC approval is required. Extensive installation of lattice is discouraged.

Section 2.52 LIGHTS AND LIGHTING: ACC approval is not required for exterior lighting which is in accordance with the following regulations: Exterior lights must be of the same style and character as those installed by the builder on other homes or Lots and be as small in size as is reasonably practicable. Exterior lighting should be directed towards the residence and must be of low wattage or dimmer used to minimize glare to neighbors and other Owners. Walkway lighting shall be generally directed towards the ground. Lighting should not result in excessive glare towards the street or neighboring properties. Any variance from these Guidelines or use of high wattage spotlights or floodlights requires ACC approval. Year-round seasonal lighting requires ADA submitted for review.

Section 2.53 MAILBOXES: Individual mailboxes are not permitted. Cluster boxes will be provided by the developer/builder at time of construction. Cluster box to meet USPS specifications. No posting/advertising on the mailboxes.

Section 2.54 MASONRY ACCENTS: As used herein, “Masonry Accents” shall be restricted to stone, brick, or stucco (with no rottled patterns), and shall be subject to the following requirements:

2.54.1 Masonry Accents shall be mandatory on the front of any residence constructed within the Property. A minimum of 40% of the front of the residence must be comprised of Masonry Accents. Corners should be wrapped, 4 feet.

2.54.2 If stone or brick are used on the front of any residence within the Property, the stone or brick shall be extended a minimum of four (4) feet on both sides of the residence at the same height as the brick or stone on the front of the residence. (4' wrap required at front corners)

Section 2.55 MINIMUM SQUARE FOOTAGE: The minimum living area in single family homes, exclusive of garages, balconies, patios, porches, and the like, of any residence constructed on a Lot within the Property shall be 1800 square feet for a ranch floor plan, and 2000 square feet for a multi-level floor plan. The Townhomes, Condos, Cottages, and Apartments do not follow this guideline.

Section 2.56 MOTOR HOME VEHICLES: See Vehicles. The rule for storage is no longer than 72 consecutive hours, within 5 days. Periodic movement of the vehicle for the sole purpose of circumventing this standard shall not qualify the vehicle or recreational vehicle for exception from this standard. (Not allowed to be stored on lot, driveway or the street, storage in garage is allowed or off site)

Section 2.57 MOTORIZED VEHICLES: See Vehicles.

Section 2.58 NON-POTABLE WATER SYSTEM: Disclosure is hereby made that various irrigation systems servicing greenbelts, open spaces and other areas within the community may utilize untreated, non-potable water which is not safe for human or pet consumption. Non-potable water may be discolored and have an odor, due to not being treated.

Section 2.59 OVERHANGS: Minimum of 12".

Section 2.60 OUTBUILDING: See Sheds.

Section 2.61 PAINTING/RE-PAINTING: ACC approval is required even if the color and color combinations are identical to the original color painted by the builder. Color and/or color combination changes require ACC approval. If you have a shed, the shed will be painted the same colors of home. You will make sure your body color is not the same color as home next door or across the street.

2.61.1 All exterior colors must be reviewed for approval by the ACC, including changing the color of existing Improvements. The ACC will assess the overall color composition formed by the individual materials. Send in paint swatches with ADA.

2.61.2 All roof vent caps, louvers, plumbing stacks, chimney flashing, valley flashing, etc., are to be painted a color not in contrast with the color of the roofing.

2.61.3 Whenever exterior painting is to be done, all changes must be approved by the ACC prior to commencement of such painting. Changes include any paint or color scheme other than the original brand paint, color number and scheme which is on file with the builder or the ACC.

2.61.4 It is recommended that all residences be painted on a regular schedule to avoid chipping and peeling.

2.61.5 Paint schemes must be different from neighboring residences. The ACC will not approve submittals without a description of neighbors' paint colors. Failure by the ACC to so inform the Owner requesting such approval shall not be deemed an approval.

2.61.6 Garage doors are to be the same color as the siding or trim of the residence, unless otherwise requested and approved by the ACC. Outlining the garage door panels in a contrasting color or in a checkerboard design is not permitted.

2.61.7 Most residences have multiple tone paint schemes (e.g., siding color, trim color and accent color for shutters and doors). New colors scheme must be reviewed. For example, if the trim was a different color than the doors and shutters originally, it should also be different in the submitted colors.

2.61.8 Color selections should be submitted to the ACC in the form of of the manufacturer's paint chips. Please indicate which color chips are for trim, siding, and accent (doors and shutters) color. PLEASE PLAN TO SUBMIT REQUESTS IN ADVANCE. Painting a small 18" by 18" area of all paint colors to be used may be required for visual paint sample by the ACC.

2.61.9 All selections are reviewed by the ACC and, in some cases, by a professional consultant.

2.61.10 In general, after approval, only those areas that are painted may be repainted; only those areas stained may be re-stained; unpainted surfaces and unstained areas (such as brick) shall remain unpainted and unstained.



2.61.11 Fence Staining: Owners must use Approved fence stain: “Walnut” is the approved stain for the Districts, see chip and codes on web site. No other color or type of stain is permitted.

Section 2.62 PARKING: Also See Vehicles. Homeowners are encouraged to park in their own driveway and or garage. Townhomes, Condos, or Cottages, need to park in assigned spaces or areas made for public parking. (No Storage of Unlicensed/Registered Vehicles allowed on lot, driveway, or street)

Section 2.63 PATIO COVERS: ACC approval is required. Plans must show the exterior elevation, designate materials, and colors, and include dimensions. Keep Patio Covers out of easements.

Section 2.64 PATIOS – ENCLOSED: ACC approval is required. See Additions and Expansions.

Section 2.65 PATIOS – OPEN: Front yard patio needs ACC approval. See Additions and Expansions.

Section 2.66 PAVING: ACC approval is required for front yard changes, regardless of whether for walks, driveways, patio areas or other purposes. Town permits are required.

Section 2.67 PETS: See Animals. (Use dog stations on site, pick up after your pets)

Section 2.68 PIPES: See Utility Equipment.

Section 2.69 PLAN REVIEW: Send new home/modification/construction plans and/or landscape plans to the District for review. Use ADA form with submittal, fees may apply. Make check payable to WHMD, check with District on amount.

Section 2.70 PLAY AND SPORTS EQUIPMENT: Play structures, trampolines, swing sets, slides, or other such devices require ACC approval. Approval for such equipment may be granted when it is proposed to be placed within the rear or side yard, and is constructed and finished with materials which are complimentary to the residence. Try to stay a minimum of 5 feet from lot lines and out of easements if possible. Playhouse structure kits or homemade structures must be made out of the same material as the residence, including siding, roofing, and trim materials. Play structures are limited in height to 10 feet (10’) or less, and the colors of which are in keeping with the intent of these Guidelines. Wood or dark colored, powder coated, steel structural components will be considered for approval; avoid plastic, especially brightly colored plastics. Trampoline and play structures will be maintained. Keep netting and padding serviceable and in proper working condition, any weathered items should be replaced and/or re-painted. Netting and support bars should all be connected, serviceable and in proper working condition. Trampoline and play structures usage should be considered of early morning and late evening hours.

Section 2.71 POLES: See Flagpoles, Utility Equipment, Basketball Backboard, etc.

Section 2.72 POOLS: ACC approval is required, along with Town permit. Privacy fencing may be required by Town code and or State code, for swimming pool/hot tub enclosures. The underground pool must comply with all lot off sets. See District approved fence styles and height.

Section 2.73 POOL/CLUBHOUSE (District): See posted rules at pool or clubhouse and or see rules on yearly pool/clubhouse registration form. Pool/clubhouse is for the District member: District member in good standing with no taxes, O and M fees owed and no covenants issues.

Membership consists of the applicant, and partner (Two adults), and dependents, un-married children who are 23 years old or younger and are residing at home and are financially dependent upon applicant. Adult children living at the home or other roommates should buy a pool membership or be guest with a District member. The pool is not set up for recreation lap swimming. Guest pass can be purchased at the pool. A guest pass is for all non-members of the District, while with a District member at the pool. **Family members not living with you are considered guests.** Clubhouse see posted rules and or see registration form. Clubhouse access can be limited due to outstanding O and M fees, taxes/covenant violations. **Clubhouse and pool are not for use in all Districts.** See Clubhouse rental agreement if wanting to rent the Clubhouse. Trespassing after hours Fob will be suspended.

Section 2.74 **PORCH or FRONT PATIO:** ACC approval is required to add rails, change color of concrete, stamped concrete, enclose or change any portion of front porch/patio.

Section 2.75 **RADON SYSTEMS:** ACC approval is needed. All exterior pipes and or any chase made will need to be painted to match the colors of the house. (Check with Town for permits)

Section 2.76 **REAR & SIDE LOT ELVATIONS**  
Rear and side elevation to include architectural relief as Bay window, deck, chimney, roof gable, height reeducation, corner extending 4' minimum or other design element providing architectural relief acceptable to the ACC.

Section 2.77 **ROOFS:**

2.77.1 **Roofing Materials.** Except as otherwise provided herein, roofing materials within the Property shall be restricted to tile, slate, or 40-year dimensional asphalt shingles. Cement tile or metal roofs may be approved by the ACC, provided such materials are necessary to the architectural style of the residence and are an approved color, black, gray, brown or green. Standard asphalt shingles are NOT acceptable within the Property. Higher quality material may be allowed with ACC approval. (Roof material subject to change)

2.77.2 **Roof Pitch.** The roof pitch on any residence must be a minimum of 5/12. Porches and shed elements may have roof pitches as low as 4/12. Any residential plan should be designed to look attractive from all four sides. Multiple roof pitches and plane changes are encouraged. Large unbroken roof expanses lacking detail and definition will not be approved by the ACC.

2.77.3 **Rooftop Equipment.** All roof vents, plumbing vents, heating, ventilation, and air-conditioning vents shall try and be located behind the peak of the roof so as not to be visible from the street or painted to match the roof color if placed street side view. No types of refrigerating, cooling, or heating apparatus shall be permitted on a roof. Also see Vanes.

Section 2.78 **SATELLITE DISH:** One meter or less is allowed, not allowed on front of home. Mount on side of house or rear of lot, **ground mount is encouraged** in rear lot. Please watch where dish is mounted to home, use care in placement.

Section 2.79 **SECURITY BARS:** ACC approval is needed. Send detailed plans.

Section 2.80 **SETBACKS:** Unless a greater distance is required by the Town, no residence or other structure shall be constructed or placed upon any Lot nearer to the front Lot line, side Lot line, or rear Lot line than as indicated by the following minimum setback requirements: Twenty (20) feet from the front Lot line; Ten (10) feet from the rear Lot line and/or minimum of easement width; and Five (5) feet from a side Lot line and/or minimum of easement width. For purposes of this

Section, building corners, eaves, steps, open porches (roofed or not roofed), or other components of a building shall be considered as part of the building. The ACC reserves the right to designate which streets are front streets and which property lines are front Lot lines, side Lot lines, and rear Lot lines. Any “reverse corner Lots” (i.e., those Lots having streets on two [2] sides of the Lot) shall be required to satisfy the front Lot line setback requirements set forth above on both sides of the Lot abutting such streets regardless of which direction the building thereon faces. The ACC may grant relief from the provisions of this Section for good cause shown. Notwithstanding the foregoing setback requirements, no building or other structure shall be constructed, installed, or permitted to remain within any easement.

Section 2.81 **SHEDS**: ACC approval is required. Materials, including siding, roofing, and trim materials, shall be the same materials as on the exterior of the residence. Rubbermaid, plastic, and aluminum sheds are not permitted. Sheds shall be allowed only in rear yards. Sheds must be the same color as the exterior of the residence, unless otherwise approved by the ACC. Sheds shall not be more than eight feet, six inches (8'6") in height at the peak, nor larger than 120 square feet (10' x 12' x 8' 6"). Your shed location should be at least five (5') feet off property lines. The ACC, in reviewing the application for shed approval, shall consider lot grade, lot size, fence locations, landscape screenings, etc., in granting any approvals for a shed. Only one shed will be allowed per Lot.

Section 2.82 **SHUTTERS - EXTERIOR**: ACC approval is required. Exterior shutters must be the same materials and painted to match the color scheme of the exterior of the residence. If shutters are on the home and fall off due to weather or other reason they must be replaced or fill out ADA to remove all shutters.

Section 2.83 **SINGLE FAMILY HOME**: This section is in general some of the requirements to build a single-family home in The District. These same items are listed in alphabetical order throughout the guidelines. Keep in mind Town permits are needed, along with inspections requirements by the Town. All Town building codes are to be followed. (Not for MDU's)

<b>ITEM:</b>	<b>GUIDELINES-SINGLE FAMILY</b>
<b>Design Scheme:</b>	Traditional – Contemporary
<b>Height:</b>	Maximum of 35' height measured from top of foundation.
<b>Setbacks:</b>	(a) Front yard: 20' minimum (Also see Town Codes on Setbacks) (b) Side yard: 5' minimum, and/or minimum of easement width. (c) Rear yard: 10' minimum, and/or minimum of easement width.
<b>Gross Square Footage:</b> (Excluding basement)	(a) 1-story: 1800 sq. ft. minimum (Excluding basement) (b) 2-story: 2000 sq. ft. minimum (Excluding basement)
<b>Roof Materials:</b>	"40" yr." asphalt shingle dimensional. Color: black, gray, brown or green. Higher quality material may be allowed by special ACC Review.
<b>Roof Shape:</b>	Minimum of 5/12 (exceptions may be allowed by special ACC review)
<b>Overhangs:</b>	Minimum of 12"
<b>Rear and Side Elevations:</b>	Rear and side elevation to include architectural relief as Bay window, deck, chimney, roof gable, height reeducation, corner extending 4' minimum or other design. element providing architectural relief acceptable to the ACC.
<b>Siding:</b>	Masonite or wood lap siding with a maximum of 8 inch exposure. (Grooved siding, vertical, board and batt OK). No T1-11.

<b>Trim:</b>	1" x 4" minimum at the windows (all around). 1" x 4" minimum at the corners.
<b>Masonry:</b>	40% of front elevation will be masonry. Four-foot (4') wrap required at front corners.
<b>Fascia:</b>	1" x 8" minimum with a 1" x 2" trim or gutter.
<b>Exterior Vents:</b>	To fit exterior design.
<b>Colors:</b>	Traditional colors to blend with the character of the neighborhood. All painted exterior railing to match trim or siding color.
<b>Windows:</b>	Double hung/casement or slider, wood, primed, or vinyl clad, or vinyl.
<b>Rear decks:</b>	All elevated decks attached to homes must use masonry. Rear decks: Support columns from grade to top of handrail.

Plan review: Construction plan review fee may apply, make payable to WHMD, mail plans to District office. Plans reviewed more than 2 times will charge an additional fee per review. (Price subject to change)

Section 2.84 **SIDING:** ACC approval is required. Lap board siding must have a maximum exposed board width of eight (8) inches exposure. All fascias shall be a minimum of 1" x eight (8) inches and all soffits shall be a minimum of twelve (12) inches. Lap board siding that faces the front of any residence must have a maximum exposed board width of eight (8) inches.

Section 2.85 **SIGNS:** No advertising or signs of any character shall be erected, placed, permitted, or maintained other than a name plate of the occupant and a street number, and except for a "For Sale," "Open House," "For Rent," of not more than Six (6) square feet in the aggregate, and such other signs, for such length (s) of time, which have the prior written approval of the ACC or are expressly permitted by applicable law. Signs not to be posted higher than 4 feet. For sale signs will be allowed in the front yard of your home or in windows of home. No for sale/rent signs in rear of lot above fence line or on/attached to any District fence and or property. For sale/rent sign OK in window. No "No Parking signs" for the public street/ROW signs are allowed, construction workers are allowed to park on the public streets. No contractor advertising signs allowed. No dispute signage is allowed. Dispute signage means you have an issue with your neighbor, Town, City, Contractor, Developer and or Builder. Security signs are Ok, less than 12 inches by 12 inches. Election signs follow State, County and Town regulations and will follow above noted guidelines, no election signs are allowed in rear yard. Elections signs should be removed 7 days after the election date. Notwithstanding the foregoing, signs, advertising, or billboards used by the Declarant (or by any builder with the express written consent of the Declarant) in connection with the sale or rental of lots/house, or otherwise in connection with development of or construction on the Property, shall be permissible. Signs of encouragement are allowed. The district may regulate the size and location of a sign, but it may not regulate the message unless with words of profanity.

**Signs cannot be attached to District fence, raised by pole, or framing above District fence or placed on District property without written approval.**

Section 2.86 **SKYLIGHTS:** ACC approval is required. Considerations will include, but may not be limited to, size, style, and location. Manufacturer's details (brochure) shall be included with submittal information.

Section 2.87 **SNOW REMOVAL:** Districts/HOA's, lot owner/resident are expected to remove snow within 24 hours of snow fall. Owners of lots or common area should take necessary precautions for ice as needed. Tracts, streets or walks on District property, will start snow removal

within 24 hours of snow fall. Any streets or alleys owned by the District will have snow removed after 4 - inches of snow accumulation.

Section 2.88 SOLAR ENERGY DEVICES: ACC approval is required. Passive and active solar applications integrated into building architecture are encouraged, but details; including design, size, and location shall be submitted prior to installation. Solar systems shall be designed to appear as if they are an integral part of the roof of the residence. No exterior plumbing shall be visible from the street or adjacent Lots or needs to be painted to match home. Non-reflective components must be used.

Section 2.89 SPRINKLER SYSTEMS: See Irrigation Systems.

Section 2.90 SQUARE FOOTAGE: The minimum living area in a single-family home, exclusive of garages, balconies, patios, porches, and the like, of any residence constructed on a Lot within the Property shall be 1800 square feet for a ranch floor plan, and 2000 square feet for a multi-level floor plan. **The Townhomes, Condos, Cottages, and Apartments do not follow this guideline.**

Section 2.91 STAIN: Approved fence stain is “Walnut”- **See fence stain on the web site.**

Section 2.92 STATUES/FOUNTAINS/WATER FEATURES: Statues/fountains/water features of any kind will not be permitted in yards without prior approval of the ACC. The ACC will consider limited statues/fountains/water features if the proposed improvement is consistent with the overall Lot landscape theme and is consistent with house colors (both field and trim). If the feature is in the front yard, it must be located on the porch steps or within a five (5) foot boundary from the front of the house. The height of the feature shall not exceed Thirty-Six (36) inches. The feature must be harmonious with other homes in the community.

Section 2.93 STORAGE FRONT YARD OR STREET VIEW: No front yard Storage allowed. This includes but not limited to landscape/construction material, trash cans, recyclable containers, firewood, old vehicles, covered vehicles, RVs of any kind, trailers of any kind, portable basketball hoops during winter months, toys, tires, camping gear and any unsightly items. No storage of any kind in front lot.

Section 2.94 STORAGE SHEDS: See Sheds. (8’6’ in height, 120 sq. feet (10’ x 12’), match home material.

Section 2.95 STORM DOORS: See Doors.

Section 2.96 SUNSHADES: See Overhangs.

Section 2.97 SWAMP COOLERS: Not permitted.

Section 2.98 SWINGSETS: See Play and Sports Equipment.

Section 2.99 TEMPORARY STRUCTURES: Except as hereinafter provided, no structure of a temporary character, including, but not limited to, a tent, shack, storage shed, or outbuilding, shall be placed or erected; provided, however, that during the actual construction, alteration, repair or remodeling of a structure or other Improvements, necessary temporary structures for storage of materials may be erected and maintained by the Person doing such work. The work of constructing, altering, or remodeling any structure or other Improvements shall be prosecuted diligently from the commencement thereof until the completion thereof. Further, no unsightly conditions, structures, facilities, equipment, or objects shall be so located on the Property as to be visible from a street or any other portion of the Property. Notwithstanding any provisions herein contained to the contrary, it

shall be expressly permissible for Declarant, its agents, employees, and contractors, or a builder with the express written approval of the Declarant, to maintain during the period of construction and sale of any Lots, upon such portion of the Property as Declarant may choose, such facilities as in its sole opinion may be reasonably required, convenient or incidental to the construction and sale or rental of Lots, including, without limitation, a business office, storage area, construction yard, signs, model homes, sales office, construction office, parking areas, and lighting.

Section 2.100 TEMPORARY VEHICLES: See Vehicles.

Section 2.101 TENNIS COURTS: Tennis courts on lot, not permitted.

Section 2.102 TENNIS FACILITY: **Not part of the Districts. Contact Tennis Facility for information.**

Section 2.103 TRAILERS: See Vehicles. (Not allowed to be stored on lot or on the street, storage in garage only)

Section 2.104 TRAMPOLINES See PLAY AND SPORTS EQUIPMENT  
Trampoline and play structures will be maintained. Keep netting and padding serviceable and in proper working condition, any weathered items should be replaced and/or re-painted. Netting and support bars should all be connected, serviceable and in proper working condition. Trampoline and play structures usage should be considered of early morning and late evening hours.

Section 2.105 TRASH: Trash/recycling containers may be placed out after 7:00 p.m. on the evening before pick-up day. Trash/recycling containers must be taken in the day of pick-up and stored out of sight in garage or side lot behind fence. **Trash/recycling bin lids should be secured**, so as not to be scattered by the wind and/or animals. Trash/recycling containers shall be kept in a good, clean, and sanitary condition. The Governing Board has selected one designated trash day (**Trash Day is Tuesday – check with WHMD to confirm day**) in order to reduce noise and wear on the streets and to enhance the safety and cleanliness of the neighborhood. Owners shall be directly responsible to the trash hauler for the cost of trash services. Trash/recyclable containers must be stored in garage or side lot, behind fence. Trash day is Tuesday, the only exception is the week with a national holiday and or weather affects pick up.

Section 2.106 TREE HOUSES: Not permitted.

Section 2.107 UNDERDRAINS: Modification or impeding the flow of drainage is prohibited.

Section 2.108 UTILITY EQUIPMENT: Installation of utilities or utility equipment requires ACC approval unless located underground or within an enclosed structure. Pipes, wires, poles, utility meters and other utility facilities must be kept and maintained, to the extent reasonably possible, underground or within an enclosed structure.

Section 2.109 VANES: ACC approval is required. The vane shall be made of metal and shall not be reflective. Submittal shall include location, size, and color. Moving action parts (i.e., rotating duck wings, figures sawing or chopping wood, etc.) and fabric components are not permitted without ACC approval.

Section 2.110 VARIANCES: (also see Section 3.13) The ACC, in its sole discretion, may grant reasonable variances or adjustments from any conditions and restrictions imposed by these Guidelines and the Declaration, in order to overcome practical difficulties or prevent unnecessary hardships arising by reason of the application of any such conditions and restrictions. Such variances or adjustments shall be granted only in case the granting thereof shall not be materially detrimental or

injurious to the other real estate and Improvements in the neighborhood and shall not militate against the general intent and purpose hereof.

Section 2.111 VEHICLES:

2.111.1 Parking. Except as otherwise noted hereof, vehicles owners are encouraged to park in the garages and/or driveways serving the lots/unit, or in appropriate spaces, such as Public Streets (ROW) or areas which may be designated by the Governing Board or the ACC from time to time, except that any vehicle may be otherwise parked as a temporary expedient for loading, delivery, or emergency.

Homeowners are encouraged to park in their own driveway and or garage. Townhomes, Condos, or Cottages, need to park in assigned spaces or areas made for public parking.

No unlicensed/registered vehicles or Commercial Vehicles that do not meet the guidelines are allowed to be stored on driveway and/or parked in the street.

Recreational vehicles can be parked at residents for loading, unloading, and cleaning, parking is no longer than 72 hours. It is the general rule for storage, no longer than 72 consecutive hours, within 5 days.

Periodic movement of the vehicle/recreational vehicle for the sole purpose of circumventing this standard shall not qualify the vehicle/recreational vehicle for exception from this standard. Town codes apply to this also.

2.111.2 Commercial Vehicles: Shall not be parked on lot, driveway or in the streets of the Districts, or anywhere within District boundaries, except for daily deliveries.

2.111.3 Commercial Vehicles Description: No Commercial Vehicles 1 ton or larger, or any vehicles that have mechanical devices (Crane, bucket/boom, tow truck lifts, generators, etc.) attached to them. No truck shall have fuel storage tanks on board or any hazardous material by DOT standards. You will be asked to remove commercial vehicle from the Districts.

2.111.4 Commuting Commercial Vehicles: Used by the homeowner for daily commuting with commercial writing (Logo's) on their exterior front doors/sides/tail gate and or in window glass area that is a one (1) ton truck size or smaller (Car) can have a small logo on each front door/sides/tail gate no larger than 24" by 24" measuring the sticker or magnetic sign from edge to edge., No parking for advertising allowed on cars, vans and or trucks. Racking systems (Ladder racks) on commercial vehicles are allowed in the District, with ladders side by side, no stacking of ladders, no exposed material storage.

Emergency vehicles (Police, Fire, (Government) or Volunteer are exempt from these. Volunteer vehicles will need documentation. Commercial Trucks/cars that do not meet these guidelines will be asked to park outside of the District's boundaries.

2.111.5 Stored Vehicles: No longer than 72 hours. Except as otherwise required by law, vehicles primarily used or designed for recreational use, tractors, mobile homes, recreational vehicles, trailers (either with or without wheels), campers, camper trailers, boats and other watercraft, boat trailers, recreational vehicles, golf carts, junk cars, cars that are not capable of moving on their own power, and buses shall be parked only in enclosed garages (Not in driveway, street or anywhere on lot). This restriction, however, shall not restrict trucks or commercial vehicles which are necessary for construction or for the maintenance of any portion of the Property or any Improvements located thereon, nor shall such restriction prohibit vehicles that may be otherwise parked as a temporary expedient for loading, delivery, or emergency. Stored vehicles and vehicles which are inoperable or do not have current operating licenses shall not be permitted on the

Property except within enclosed garages. For purposes of this Section, a vehicle shall be considered "stored" if, for example, it is up on blocks or covered with a tarpaulin and remains on blocks or so covered for seventy-two (72) consecutive hours without the prior approval of the Governing Board. This provision is intended to be broadly interpreted to cover almost any type of vehicle or structure not intended for everyday use. However, trailers, campers, motor homes, pickups, coaches, tents, or boats which can be and are stored completely within a garage and are not used for living purposes will not be in violation of these restrictions. The fact that a vehicle of the above description may be licensed by the State of Colorado or any other state as a passenger vehicle shall in no way exempt it from this provision or the general intent of this provision. In general, the rule for storage is no longer than 72 consecutive hours, within 5 days. Periodic movement of the vehicle for the sole purpose of circumventing this standard shall not qualify the vehicle/recreational vehicle for exception from this standard.

2.111.6 Towing or Booting. In the event the Governing Board determines that a vehicle is parked or stored in violation, then a written notice describing said vehicle shall be personally delivered to the owner thereof (if such owner can be reasonably ascertained) or shall be conspicuously placed upon the vehicle (if the owner thereof cannot be reasonably ascertained), and if the vehicle is not removed within a reasonable time thereafter, as determined by the Governing Board in its discretion from time to time, the Governing Board shall have the right to remove or boot the vehicle at the sole expense of the owner thereof. If a vehicle is parked in a fire lane, is blocking another vehicle or access to another Owner's or occupant's Lot or dwelling, is obstructing the flow of traffic, is parked on any grassy area, or otherwise creates a hazardous condition, no notice shall be required, and the vehicle may be towed or booted immediately. If a vehicle is towed or booted in accordance with this Section, neither the Governing Board, nor any agent of the Metropolitan Districts shall be liable to any Person for towing and storage costs or for any claim of damage as a result of the towing or booting activity. The Governing Board's right to tow or boot is in addition to, and not in limitation of, all other rights of the Governing Board, including the right to assess fines. Notwithstanding anything to the contrary in this Section, the Governing Board may elect to impose fines or use other available sanctions, rather than exercise its authority to tow or boot. **IN MOST CASES THE POLICE WILL BE CALLED.**

2.111.7 Repair. No activity such as, but not limited to, maintenance, repair, rebuilding, dismantling, repainting, or servicing of any kind of vehicles, trailers or boats, may be performed or conducted in the Property unless it is done within completely enclosed structure(s) which screen the sight and sound of the activity from the street and from adjoining real estate and Improvements. The foregoing restriction shall not be deemed to prevent washing and polishing of any motor vehicle, boat, trailer, motor-driven cycle, or other vehicle on a Lot, together with those activities normally incidental and necessary to such washing and polishing.

Section 2.112 VENTS: See Rooftop Equipment.

Section 2.113 VIEW: Views are not protected. Homeowners can place play sets, pergolas, decks, patio covers, plant trees, shrubs etc. as requested with ADA approval. This also applies to the Golf Course. The Golf Course is not in the residential Districts and can change and/or add any landscaping as needed.

Section 2.114 WALLS – RETAINING: Retaining walls require ACC approval and must be constructed to conform to local municipal code requirements. The Owner shall provide a detailed landscape plan, indicating the size and exposure of the retaining wall, at the time of plan review for approval. Owners are liable for their respective Lot drainage and shall not impair adjacent Lot



drainage patterns. Retaining walls shall be constructed of brick, treated wood, natural stone, or similar materials, subject to approval by the ACC. Exposed concrete retaining walls are specifically forbidden.

Section 2.115 WELLS: Not permitted.

Section 2.116 WIND TURBINES: No wind turbines or generators shall be constructed, installed, erected, or maintained within the Property.

Section 2.117 WINDOWS: ACC approval is required for all windows not of the same make or design as originally installed by the builder. Submission of plans and specifications to the ACC shall include a description of the window frame material and color, and shall also include a catalog cut (or sketch) of each new unit. Mill finishes on aluminum windows is specifically prohibited. Replacement windows shall be substantially the same as those initially installed. Windows in a single elevation, such as front, rear, and side, shall be consistent. Reflective or dark tinting is not permitted. Security window bars are not permitted.

Section 2.118 WOOD STORAGE: No wood piles or storage areas shall be so located as to be visible from a street or from the ground level of any Lot.

### **ARTICLE 3. PROCEDURES FOR ACC APPROVAL**

Section 3.1 Submission of Plans. No Improvements shall be constructed, erected, placed, altered, planted, applied or installed upon any Lot unless said Improvements are in full compliance with the provisions of the Project Documents and unless the Architectural Design Application is turned in with fee and at least one (1) sets of complete plans and specifications therefore (said plans and specifications to show exterior design, height, materials, color, and location of the Improvements, plotted horizontally and vertically, location and size of driveways, location, size, Drainage patterns and type of landscaping, fencing, walls, windbreaks and grading plan, as well as such other materials and information as may be required by the ACC), shall have been first submitted to and approved in writing by the ACC.

Section 3.2 Expenses. In its review of such plans, specifications and other materials and information, the ACC may require as a condition to it considering an approval request that the applicant(s) pay or reimburse the ACC for the expenses incurred by the ACC in the review process.

Section 3.3 Governmental Approvals. In addition to the foregoing review and approvals, the construction, erection, addition, deletion, change or installation of any Improvements shall also require the applicant to obtain the approval of all governmental entities with jurisdiction thereover, and issuance of all required permits, licenses, and approvals by all such entities. Without limiting the generality of the preceding sentence, issuance of building permit(s) by the applicable governmental entity, if required, shall be a precondition to commencement of any construction of, alteration of, addition to or change in any Improvement.

Section 3.4 Delegation. In addition to the foregoing Sections, the ACC shall likewise have the power to delegate the responsibility for reviewing any application submitted to the ACC to a professional architect, landscape architect, engineer, or other professional Person who is qualified to review the issues raised in the application. The ACC shall also have the power to require that the applicant pay the fees reasonably incurred by the ACC in retaining such professional to review the application submitted.

Section 3.5 Review. The ACC shall approve or disapprove all requests for approval within forty-five (45) days after the complete submission of all plans, specifications, and other materials and information which the ACC may require in conjunction therewith. A stamped or printed notation, initialed by a member of the ACC, affixed to any of the plans and specifications shall be deemed sufficient writing. However, the ACC shall not be required to maintain records of plans, specifications or other documents or information that have been submitted to it for approval. Approval by the ACC shall be conclusive evidence of compliance with these Guidelines and Article 5 of the Declaration, provided that the Improvements are constructed in compliance with the plans and specifications as approved. Failure to approve within forty-five (45) days shall be deemed disapproval.

Section 3.6 Voting and Appeals. A majority vote of the ACC is required to approve a request for architectural approval or any other matter to be acted on by the ACC, unless the ACC has appointed a representative to act for it, in which case the decision of such representative shall control. In the event a representative acting on behalf of the ACC decides a request for architectural approval which is adverse to the applicant, then the applicant shall have the right to an appeal of such decision to the full ACC, upon a written request therefor submitted to the ACC within ten (10) days after such decision by the ACC's representative. In the event the ACC decides a request for architectural approval which is adverse to the applicant, then the applicant shall have the right to an appeal of such decision to the full Governing Board, upon a written request therefor submitted to the Governing Board within ten (10) days after such decision by the ACC. Notwithstanding anything to the contrary in these Guidelines and the Declaration, the Governing Board may intercede of its own volition in matters of architectural approval by the ACC, and the Governing Board may reverse, alter, amend, adjust, change, or otherwise modify any decisions of the ACC at any time, so long as any one or more Owners are not unduly prejudiced thereby.

Section 3.7 Prosecution of Work After Approval. After approval of any proposed Improvement, the proposed Improvement shall be accomplished as promptly and diligently as possible and in complete conformity with all conditions and requirements of the approval. Failure to complete the proposed Improvement within one (1) year after the date of approval of the application or to complete the Improvement in complete conformance with the conditions and requirements of the approval, shall constitute noncompliance with the requirement that approval for Improvements be obtained from the ACC; provided, however, the ACC, in its discretion, may grant extensions of time for completion of any proposed Improvements.

Section 3.8 Notice of Completion. Upon the completion of any Improvement, the applicant for approval of the same shall give a written "Notice of Completion" to the ACC. Until the date of receipt of such Notice of Completion, the ACC shall not be deemed to have notice of completion of any Improvement on which approval has been sought and granted as provided in this Article.

Section 3.9 Inspection of Work. The ACC or its duly authorized representative shall have the right to inspect any Improvement prior to or after completion in order to determine whether the proposed Improvement is being completed or has been completed in compliance with the approval granted pursuant to this Article; provided, however, that the right of inspection shall terminate sixty (60) days after the ACC shall have received a Notice of Completion from the applicant.

Section 3.10 Notice of Noncompliance. If, as a result of inspections or otherwise, the ACC finds that any Improvement has been done without obtaining the approval of the ACC, or was not

done in substantial compliance with the approval that was granted, or was not completed within one (1) year after the date of approval, subject to any extensions of time granted pursuant to Section 3.7 hereof, the ACC shall notify the applicant in writing of the noncompliance; which notice of noncompliance shall be given, in any event, within sixty (60) days after the ACC receives a Notice of Completion from the applicant. The notice of noncompliance shall specify the particulars of the noncompliance.

Section 3.11 Correction of Noncompliance. If the ACC determines that a noncompliance exists, the Person responsible for such noncompliance shall remedy or remove the same (and return the subject real estate and/or Improvements or structure to its original condition) within a period of not more than forty-five (45) days from the date of receipt of the notice of noncompliance. If such Person does not comply with the ruling within such period, the ACC may, at its option, record a notice of noncompliance against the Lot on which the noncompliance exists, may remove the non-complying Improvement or may otherwise remedy the noncompliance, and the Person responsible for such noncompliance shall reimburse the ACC, upon demand, for all costs and expenses incurred with respect thereto.

Section 3.12 No Liability. The Metropolitan District, the Governing Board, the ACC, and the members thereof, as well as any representative of the Metropolitan Districts, the Governing Board and the ACC appointed to act on its behalf, shall not be liable in equity or damages to any Person submitting requests for approval or to any Person by reason of any action, failure to act, approval, disapproval, or failure to approve or disapprove, in regard to any matter within its jurisdiction hereunder. In reviewing any matter, the Metropolitan Districts, the Governing Board, and the ACC shall not be responsible for the safety, whether structural or otherwise, of the Improvements submitted for review, nor the conformance with applicable building codes or other governmental laws or regulations, nor compliance with any other standards or regulations, and any approval of an Improvement by the Metropolitan District, the Governing Board, or the ACC shall not be deemed an approval of any such matters. No Owner or other Person shall be a third-party beneficiary of any obligation imposed upon, rights accorded to, action taken by, or approval granted by the Metropolitan District, the Governing Board, or the ACC.

Section 3.13 Variance. The ACC, in its sole discretion, may grant reasonable variances or adjustments from any conditions and restrictions imposed by these Guidelines and the Declaration, in order to overcome practical difficulties or prevent unnecessary hardships arising by reason of the application of any such conditions and restrictions. Such variances or adjustments shall be granted only in case the granting thereof shall not be materially detrimental or injurious to the other real estate and Improvements in the neighborhood and shall not militate against the general intent and purpose hereof.

Section 3.14 Waivers; No Precedent. The approval or consent of the ACC, or any representative thereof, to any application for approval shall not be deemed to constitute a waiver of any right to withhold or deny approval or consent by the ACC or any representative thereof, as to any application or other matters whatsoever as to which approval or consent may subsequently or additionally be required. Nor shall any such approval or consent be deemed to constitute a precedent as to any other matter.

## **ARTICLE 4. CONSTRUCTION & BUILDER REGULATIONS**

Section 4.1 Introduction. To assure that the construction of any Improvements on a Lot will occur in a safe and timely manner without damaging the Property or disrupting residents or guests, these regulations will be enforced during the construction period. Construction will not begin until final plan approvals have been issued by the ACC, and the applicable building permit has been obtained from the Town.

Section 4.2 Access to Construction Areas. Access to the construction site for all vehicles will be limited to certain routes established by the ACC prior to the commencement of any construction activity. Construction material and/or trash bins can be stored on lot/lots approved for construction or in the general area. This is for short term usage as staging areas for material, equipment storage, wash out and or foundation dirt storage. Keep in mind looks of area, keep area organized.

Section 4.3 Vehicles and Parking Areas. Parking for construction personnel vehicles or machinery will occur only in specific areas designated by the ACC so as to minimize damage to adjacent properties. Construction crews will not be permitted to park on adjacent Lots without prior written approval from the Lot Owner. It is legal to park on the public street ROW.

Section 4.4 Storage of Materials and Equipment. It is recommended that all construction materials, equipment, and vehicles left on site be stored in a secure area. Equipment and machinery may be stored on site only while needed for activities specific to the lot or lots in the area and for the construction of Improvements thereon. This is for short term usage as a staging area or for material, equipment storage, wash out and or foundation dirt. Any and all Town ordinances must be followed for storage. Keep the area clean and organized.

Section 4.5 Construction Activity Times. The time of construction will be limited to the period from 7:00 a.m. until 7:00 p.m. Monday through Friday, and 8:00 a.m. until 4:00 p.m. on Saturdays. Temporary living quarters for the Owner, builder, contractor, or their employees will not be permitted. Follow Town code if different.

Section 4.6 Sanitary Facilities. Sanitary facilities must be provided for construction personnel onsite. The facility must be maintained regularly.

Section 4.7 Debris and Trash Removal. The builder/contractor must clean up all trash and debris on the construction site at the end of each day. Heavy, wind proof construction project dumpsters with covers are recommended for each job site (See Town codes). Lightweight material, packaging and other items must be covered or weighted down to prevent wind from blowing such materials off the construction site. The builder/contractor is prohibited from dumping, burying, or burning trash anywhere on the Lot or elsewhere in the Development. During the construction period, each construction site must be kept neat and tidy to prevent it from becoming a public eyesore or affecting adjacent Lots. Dirt, mud, or debris resulting from activity on each construction site must be promptly removed from roads, open spaces and driveways or other portions of the Development. Any cleanup costs incurred by the ACC or Declarant while enforcing these requirements will be billed to the Owner.

Section 4.8 Excavation and Grading. During construction, erosion due to wind and/or heavy rains must be minimized through proper soil stabilization and water control. The builder/contractor is responsible for the implementation of all erosion control techniques as may be required by state or local agencies. All topsoil disturbed by grading operations must be stockpiled within the construction area and reused as part of the site restoration/landscaping plans.

Section 4.9 Damage, Repair and Restoration. Damage and scarring to other property, including open space, adjacent Lots, roads, driveways, and/or other Improvements will not be permitted. If any such damage occurs, it must be repaired and/or restored promptly at the expense of the person causing the damage or the Owner of the Lot on which construction is proceeding. Each Owner and builder/contractor will be responsible for cleaning up the construction site and the repair of all property which is damaged, including, but not limited to, restoring grades, planting shrubs and trees as approved or required by the ACC, and repair of streets, driveways, pathways, signs, lighting, fencing and the like. Any of the aforementioned property repair costs incurred by the ACC or Declarant will be billed to the Owner.

Section 4.10 Inspections. The ACC or its duly authorized representative shall have the right to inspect any construction site and Improvements prior to or after completion in order to determine whether the construction of the proposed Improvement is being completed or has been completed in compliance with this Article.

Section 4.11 Pets. No pets belonging to construction personnel will be allowed within The District or Development.

Section 4.12 Security. Security precautions at the construction site may include temporary fencing approved by the ACC. Security lights (except those with motion detectors) audible alarms and guard animals will not be permitted.

Section 4.13 Noise. Builder/contractors will make every effort to keep noise to a minimum. Radio sound will be kept at a low level (cannot be heard off the subject Lot) to minimize disturbance to neighbors.

Section 4.14 Lot Maintenance: Empty lots should be mowed to keep grass and weeds below 6 inches. Lot perimeters should be trimmed along fence line and around all utility peds and any water/sewer markers. If erosion control is in place, it should be maintained. This also includes snow removal when needed.

## **ARTICLE 5. MODEL HOME EXEMPTION**

Section 5.1 Introduction. The Declarant and various builders will likely construct and maintain Model Homes within the community to facilitate the marketing and sale of residences as permitted in the Declaration. As used herein, "Model Homes" shall mean and refer to residences constructed within the community which are not occupied as dwellings.

Section 5.2 Exemption. Pursuant to Section 4.1 of the Declaration, the Declarant and any builder designated in writing by Declarant are exempt from the Project Documents, including without limitation these Design Guidelines, the requirement to obtain design approval from the ACC, and any covenants or restrictions in the Declaration. By way of example, and not in limitation of the foregoing:

5.2.1 The Model Homes, when used as such, are not restricted to residential use.

5.2.2 The Declarant (or any builder with the express written consent of the Declarant) may maintain during the period of construction and sale of any Lots, upon such portion of the Property as Declarant may choose, such facilities as in its sole opinion may be reasonably required, convenient or incidental to the construction and sale or rental of Lots and Improvements, including, without limitation, business offices, management offices, construction offices, construction trailers, sales

offices, storage areas, construction yards, signs, advertising material, Model Homes, parking areas, and lighting.

5.2.3 Signs, advertising, or billboards used by the Declarant (or by any builder with the express written consent of the Declarant) in connection with the sale or rental of Lots, or otherwise in connection with development of or construction on the Property, shall be permissible.

Must have landowner/District permission, plus there could be a cost for advertising space. Any and all Town ordinances must be followed.

Grass and weed control around signs should be maintained every week or when necessary.

5.2.4 The Declarant (or a builder with the express written approval of the Declarant) may designate certain parking areas for visitors or guests who are viewing the Model Homes.

5.2.5 The term "nuisance" as used in the Declaration shall include each violation of any of the Project Documents but shall not include any activities of the Declarant or a builder with the express written consent of the Declarant.

5.2.6 The Declarant (or a builder with the express written consent of the Declarant), and their employees, agents, and contractors shall have the right to perform, from time to time, and to maintain upon portions of the Lots, such activities and materials as Declarant or such builder deems necessary or incidental to the construction and sale of Lots and development and construction of Improvements.

Section 5.3 Regulation. The Declarant may, but is not obligated to, regulate the maintenance and use of Model Homes within the community as a matter of contract by and between the Declarant and the builders.

## ARTICLE 6. ENFORCEMENT

Section 6.1 Remedies. Enforcement of these Guidelines may be by any proceeding at law or in equity against any Person(s) violating or attempting to violate any such provision. The Metropolitan Districts, the Governing Board, and the ACC shall have the right to institute, maintain and prosecute any such proceedings. No remedy shall be exclusive of other remedies that may be available. In any action instituted or maintained under these Guidelines, the prevailing party shall recover its costs and attorney fees incurred in asserting or defending the claim, as well as any and all other sums. Failure by the Metropolitan Districts, the Governing Board, or the ACC to enforce any covenant, restriction or other provision shall in no event be deemed a waiver of the right to do so thereafter.

Section 6.2 Fines. Fines for violations, O and M fees and non-potable water if applicable. Without limiting the generality of the foregoing, the Metropolitan Districts, the Governing Board, and/or the ACC shall have the right to send demand letters and notices, to levy and collect fines, to negotiate, settle and to take any and all other actions with respect to any violation(s) or alleged violation(s) of these Guidelines. See Fine Policy and Schedule on amounts.

Section 6.3 Discretion. The decision of the Metropolitan Districts, the Governing Board, or the ACC to pursue enforcement action in any particular case shall be left to their discretion, subject to the duty to exercise judgment and be reasonable, and further restricted in that the Metropolitan Districts, the Governing Board or the ACC shall not be arbitrary or capricious in taking enforcement action. A decision of the Metropolitan Districts, the Governing Board, or the ACC not to pursue

enforcement action shall not be construed as a waiver of their right to enforce such provisions at a later time under other circumstances or preclude them from enforcing any other covenant, restriction, or rule. Without limiting the generality of the foregoing, the Metropolitan Districts, the Governing Board, or the ACC may determine that, under the circumstances of a particular case:

6.3.1 The Metropolitan District's, the Governing Board's or the ACC's legal position is not strong enough to justify taking any or further action.

6.3.2 The covenant, restriction or rule being enforced is, or is likely to be construed as, inconsistent with applicable law; or

6.3.3 That it is not in the Metropolitan District's, the Governing Board's, or the ACC's best interest, based upon hardship, expense, limited effect on other Owners or other reasonable criteria, to pursue enforcement action.

#### ARTICLE 7. GENERAL PROVISIONS

Section 7.1 Severability. All provisions of these Guidelines are severable. Invalidation of any provision of these Guidelines by judgment, court order or otherwise, shall in no way affect or limit any other provisions which shall remain in full force and effect.

Section 7.2 Headings. The Article, Section and subsection headings in these Guidelines are inserted for convenience of reference only, do not constitute a part of these Guidelines, and in no way define, describe, or limit the scope or intent of these Guidelines or any of the provisions hereof.

Section 7.3 Amendment. These Guidelines may at any time, from time to time, be added to, deleted from, repealed, amended, modified, reenacted, or otherwise changed by the Governing Board at its discretion, and may be different from phase to phase within the Development.

THESE ARCHITCTURAL GUIDELINES WERE INITIALLY ADOPTED BY THE GOVERNING BOARD on the **11<sup>th</sup> day of November 2020**. As provided in the Declaration and as provided in this document, these Guidelines are subject to amendment by the Governing Board.

WINDSOR HIGHLANDS METROPOLITAN DISTRICT NO. 1 THROUGH 10:

By:  \_\_\_\_\_  
Jon Turner: President/Chairman

ATTEST: by:  \_\_\_\_\_  
Martha Turner: Secretary/Treasurer: