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VILLAGE ON THE MEADOW
DESIGN GUIDELINES AND
MINIMUM CONSTRUCTION STANDARDS

APPROVED _____

DATE _____

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1. INTRODUCTION

Purpose and Intent

These Design Guidelines and Minimum Construction Standards ("Guidelines") have been prepared to assist architects, builders, engineers, homesite owners and homeowners in design and construction of new homes, home additions or alterations, and fences and landscape improvements in Village on the Meadow. These guidelines are in accordance with Section 9, Article V of the Declaration of Covenants, Conditions and Restrictions of the Village on the Meadow.

In an effort to assure owners and residents of Village on the Meadow, as defined in the Declaration of Covenants, Conditions and Restrictions of Village on the Meadow, that proper standards of development and construction will be maintained for the benefit of all, the Architectural Committee (the "Committee") has established these Architectural Design Guidelines for design review and approval. These guidelines have been adopted by the Committee, pursuant to Section 9 of the Declaration of Covenants, Conditions and Restrictions for Village on the Meadow ("Covenants").

These guidelines for Village on the Meadow are supplemental to and do not in any way alter the provisions and requirements contained in other official documents pertaining to Village on the Meadow, such as zoning ordinances, recorded plats, and covenants. Copies of these documents are available for review in the offices of the Association's Management Agent.

Design Philosophy

Village on the Meadow is a unique area. It is the common desire, intent, and purpose to create a neighborhood of high-quality development and construction.

Since there is a minimum of existing significant landscape in the majority of the neighborhood, any structure placed on the land becomes an imposition of and in itself a landscape element. Consequently, residential construction, fencing and landscape improvements will dominate the land until such time as landscape elements, such as trees and shrubs, mature and reduce the massive appearance of the constructed elements. With this understanding, it is the objective of this document to define a design character in which building location, the forms of the buildings, landscaping, fences, colors, and elevation interest will blend together to provide a creative but consistent design character throughout the neighborhood.

OBJECTIVES

- To provide uniform guidelines to be used by the Architectural Committee in reviewing applications.
- To assist builders and residents in preparing an acceptable application to the Architectural Committee.
- To illustrate basic design principals which will aid residents in developing exterior improvements which are in harmony with the immediate neighborhood and the community as a whole.
- To assure compatibility and harmony of exterior color, scale, massing and materials so the residences are subdued in a manner to avoid negative contrast within the neighborhood.
- To relate proposed improvements to the natural features of the land, and to neighboring structures and other improvements.

2. DESIGN GUIDELINE

Site Design

Because no two lots are exactly alike in Village on the Meadow, the Committee will review each plan for a building in relation to the specific characteristics of the subject lot and its surroundings. For this reason the Declaration of Covenants, Conditions and Restrictions and these Guidelines permit the flexibility that is essential to the appropriate use of widely varying lot conditions. The basic objective is to achieve compatibility of the building and other improvements with the subject lot and the immediate surroundings. The site consideration review is, in summary, specific to the site itself.

Location of The Residence should consider the following:

1. Natural and proposed final grade contours.
2. Street grades installed.
3. Presence of vegetation, trees, shrubs, and rock outcroppings.
4. Existing and final views.
5. Privacy of subject and surrounding home sites, including building improvements on adjoining home sites.
6. Access driveways and off-street parking.
7. Setback requirements defined by these Guidelines as shown below.
8. Elimination of house placement which results in buildings that appear excessive in height when viewed from adjoining lots, drives, roads, or open space areas, and which unnecessarily obstruct views from neighboring homes. Appearance of buildings from open space, roads, and other lots will be an important criteria.
9. Architectural design which results in masses that are generally paralleled to natural terrain; if building masses are perpendicular to natural contours, accommodate the building to the natural terrain through use of stepped foundation elevations for a multi-level design following the general slope of the site.
10. Drainage accommodation from adjoining lots or onto adjoining lots in such a manner that does not cause soil erosion or impede

drainage flows or result in excessive drainage onto adjacent lots.
Architectural Design

An architecturally successful building appears to be well designed when viewed at a distance, as well as up close. Buildings are three-dimensional sculptural forms that are seen from different angles and under different light conditions.

Each style, be it contemporary or traditional, has its own architectural vocabulary.

Setback Requirements

The following minimum setbacks are required:

Front Setback	5'
Side Setback	3' (Combined distance of 6' between homes)
Rear Setback	10'
Side entry garage setback	25' to face of garage doors
Side setback on corner lot	15'

On designated sites two adjacent units may have a common wall. Decks, porches, patios and roof overhangs may be exempted from the setbacks at the discretion of the Committee, but may not encroach on another lot.

Building Size

The minimum finished floor area is 2,200 square feet. Minimum square footage requirements exclude garages, porches, unfinished basements, and unattached structures, with a minimum of 1,400 square feet on the main floor. This may be amended by the committee for specific sites.

Building Height

Building height shall not exceed 35 feet measured from the top of the foundation at the basement ceiling.

Roof

The roof pitch should be consistent with the architectural style of the proposed building.

The minimum roof pitch allowed on a major roof form is 5:12. The pitch of lesser elements such as porches, dormers, etc. may be lower if consistent with the design. The maximum roof pitch of a major roof

form shall not exceed 12:12. Variation to these will be considered if consistent with architectural design.

In order to achieve an interesting character, expansive roof area shall be "broken" by varied elevations, height and/or other elements such as dormers, clerestory, or ridge line breaks, etc.

Roof materials shall be cedar shake shingles, however, the Architectural Committee will consider for approval other forms of roof material. Samples of the proposed roofing material must first be approved by the Committee and in the case of tile, the color must also be approved by the Committee.

Roof vents and flashing shall be painted to match the permanent roof color, or the trim color, whichever lessens the visual impact.

Siding

Exterior siding shall be of natural wood, brick, stone, masonite hardboard, rock, shingle, or architectural concrete. man-made materials depending on their application and duplication of natural materials. Application may be in a variety of styles but should be continuous and consistent on all elevations to achieve a uniform and complete design statement.

Brick, stone or other similar material must be used on each side of the residence. The material shall be at least wainscot high.

Masonry Fireplaces

The use of masonry or stone is required on all exterior fireplace chimney's, except those that protrude through the roof only.

Colors

Only those colors that are on the approved selection color board shall be used. Colors and or materials other than the approved ones must be made by the Architectural Control Committee.

All projections, including but not limited to chimney flues, vents, gutters, down spouts, utility boxes, porches, railings, and exterior stairways, shall match the permanent color of the surface from which they project or shall be of an approved trim color.

Miscellaneous

Foundations. No more than 12 inches of exposed foundation concrete

may be visible on any elevation. No exposed foundation concrete may be visible on the front elevation.

Garages. There shall be a minimum of two and a maximum of four fully enclosed garage spaces for each dwelling unit. Minimum dimensions for each space are 10 feet by 20 feet. Visual impact of garage doors shall be minimized by such measures as, but not limited to, placement of the building, protective overhangs or projections, special door facing materials, landscaping, or door design which blends with or enhances the overall architectural statement. Metal garage doors shall either be wood texture embossed or have embossed panels. Corrugated panels and fiberglass panels are not accepted.

Windows. Window design shall be consistent with architectural design statement in size, proportions, detail and placement on the elevation.

Elevation Treatments. Architectural design shall incorporate a consistent level of architectural interest in all elevations.

Landscaping, Fencing and Other Improvements

Landscaping

Initial landscape plans and all improvements shall be approved by the Architectural Committee prior to commencement of landscape improvement construction. Each owner is responsible for landscaping and landscape maintenance of the lot. This responsibility includes the area between the lot property line and street at the front, side or rear of a lot; since these areas may be used for surface water run-off, landscape improvements should not restrict water flow and should prevent erosion in these areas.

In lots which adjoin open space or greenbelt, landscape plans should provide for a transition between the natural landscape that exists in the open space or greenbelt area and the improved landscape areas constructed by the owner. Consideration should be given to use of plant materials that do not require excessive moisture and to maintaining separation between plants and sod and building foundations to avoid excessive moisture conditions near foundations.

Since the overall development intent in Village on the Meadow is to provide as much as possible a community in which the natural character of the area is preserved and complimented, new landscape plantings should reflect this intent.

Any unusual form of landscaping such as excessive gravel, rock or

impervious surface material shall be avoided.

Promptly after completion of construction of a dwelling on any lot, and in any event within sixty (60) days after completion of such construction between March 1 and September 1 and within one-hundred twenty (120) days after completion of such construction at any other time, all yards are to be planted or sodded in grass, ground cover, or flowers and thereafter carefully maintained. All lots shall be kept free from plants infected with noxious insects or plant diseases which in the opinion of the Architectural Committee are likely to spread to other property, and all lots shall be kept free from weeds.

Fencing

Fences and walls are both architectural and landscape architectural design elements, depending on how they are used. Fencing generally serves three functions: it creates outdoor areas or spaces; it protects what it surrounds; and it defines spaces such as entrance ways. Too much fencing can have the same ill effects on the landscape as too little fencing. As a result, it should be used judiciously.

It is important that fences and walls be carefully considered design elements that:

- Relate directly to the architecture in terms of materials, color and detail.
- Relate to the placement and massing of landscape architectural materials and land forms.

As a fence is moved farther from the house itself, it should become more transparent, lower in height, and less architecturally related to the house.

Each fence design must be developed within the context of the proposed architectural theme and landscape palette.

Where possible, fences shall be limited. Other design elements may provide the same functions. For example:

- Heavy landscaping and/or earth berm can be used to provide identity and enclosure.
- Dry stream beds and drainage swales can be used to establish boundaries.

More importantly, landscape elements shall be considered, wherever

possible, to soften fences and walls and provide variety to long fence lines. Fences shall follow slope angle where there is a grade break. Grade breaks can be used as landscape accents in long lines.

The degree to which a fence is "open" or opaque is a function of its use. The need for privacy (opaque) must be balanced with requirements for light, air and views (transparent).

Long lines of unbroken fences and walls should be avoided. Fences and walls should always have a space in front for landscape.

Privacy Fences

Privacy fences (5'-0" high) may be installed anywhere in an envelope defined as 25'-0" into the rear yard from the dwelling unit and within 5'-0" of the property line at the side yard of the dwelling unit. This fence may not be installed anywhere within 8'-0" of the front of the dwelling unit and may not come within 10'-0" of the rear property line. Fences installed along the Highline Canal greenbelt area or on corner lots must be of the transparent design.

Transparent Fences

An open wooden split 3 rail fence that may or may not have some type of wire to restrain household pets is considered a transparent fence for this paragraph. A transparent fence may be installed along any side or rear property line, but may not be installed within 8'-0" of the front of the dwelling. Chain link fences are not permitted.

Dog Runs

An 8'-0" x 16'-0" designed dog run may be constructed anywhere within the privacy fence envelope but must be attached to either the dwelling unit or the privacy fence.

The run shall be constructed as a privacy fence or as a transparent rail fence. A scale drawing of proposed fencing to be installed shall be submitted to the Architectural Committee for written approval prior to fabrication and installation.

The drawing submitted should include:

- A site plan of the entire lot indicating walks, house streets and proposed placement of the fence. The fence should be dimensioned, and if more than one type of fence is proposed, the site plan should indicate a clear definition of each fence type's location.

- Typical elevation of fencing clearly labeling material types, sizes and colors.
- Typical section of the fence clearly indicating construction details.

All fences must be constructed using all natural wood materials. Any stains or wood preservatives applied to fences must be clear and must not significantly affect the natural color of the wood.

Fence supports, piers, and posts should be well defined and in scale with the purpose and context of the fence.

Driveways

All driveways shall be of a natural tone concrete surface. Colored concrete must be approved by the Architectural Control Committee. Driveways shall be constructed to specifications which consider vehicle loads such as trash trucks and moving vans; appropriate measures must be taken to contain edges and control erosion and washouts.

House Address Numbers

There shall be no more than one set of house address numbers for each dwelling unit. These address numbers shall be used on the dwelling unit. The address number shall not exceed in overall size a total of one square foot for each number in the address number, i.e., a three-number address - 254 - shall not be greater than 3 square feet.

Antennas

All TV, radio or special communication antennas or aerials shall be concealed in a manner approved by the Architectural Committee.

Exterior Mechanical Equipment

All exterior mechanical equipment will be located on side yards unless approved by the Architectural Control Committee and shall be either incorporated into the overall form of the dwelling or be permanently enclosed by a material, code permitting other than plant material, and shall be approved by the Architectural Committee.

Accessory Structures

Accessory structures are not permitted except if approved by the Architectural Committee. They must be architecturally compatible with the dwell-

ing. Any accessory structures must lie within the privacy fence envelop.

Exterior Lighting

Exterior lighting which is subdued, mounted at a height not greater than 30 inches, and whose light source is not visible from adjoining dwellings shall be allowed without Architectural Committee approval for purposes such as illuminating entrances, decks, driveways, parking areas. Exterior lighting mounted at a height of more than 30 inches shall be approved by the Architectural Committee.

Parking Areas

Off-drive parking bays or areas and circular driveways shall be approved by the Architectural Committee. Construction shall be according to the provisions of the Driveway Section above.

Basketball Backboards

Will not be allowed

Future Improvements

All future improvements or modifications that alter or affect the exterior appearance of a dwelling or yard must be submitted to and approved by the Architectural Committee. A partial sample list of such improvements or alterations requiring Architectural Committee approval includes, but is not limited to:

- a) Room, porch, or garage addition to main house
- b) Repainting (Other than original colors)
- c) Play house, dog house, or other separate building or structure exceeding 5'0" in height or visible to an adjacent lot, road, or open space
- d) Decks or patio extensions and deck/patio covers
- e) Free-standing flag poles, swing sets, sports equipment

3. REVIEW RULES & PROCEDURES

The review and approval procedures are not intended to impose unreasonable or excessively costly controls nor to duplicate the functions normally provided by the public agencies such as the Arapahoe County Planning and Building Department, but rather to coordinate the design and construction of buildings by many different owners, architects, engineers and contractors so as to achieve a pattern of continuous quality and identity, as contemplated and required by the Covenants. The role of the Architectural Committee is

directed toward review and approval of exterior design, appearance, architectural vocabulary and esthetics. The Committee assumes no responsibility with regard to structural, mechanical, electrical or other construction details.

Architectural Committee

The Architectural Committee is the Architectural Committee referred to in the Covenants.

Committee Staff

The Committee may appoint an Architectural Coordinator to act as liaison between applicants and the Committee. The responsibility of the Coordinator is to assist applicants and in assuring conformance with approved guidelines and procedures.

Review and Plan Submittal Procedure

The Review and Plan Submittal Procedures have been written to accommodate the most complex conditions that may exist in the variety of development activities that may occur in Village on the Meadow.

There will be cases where many of the step-by-step procedures will not have to be followed or certain lists of submittal items may not be required. The Architectural Coordinator should be consulted if there is a question concerning what information will be required for the Committee's review.

Architects

All drawings must be prepared by qualified individuals.

Plan Submittal

A total of two (2) sets of drawings is required to be submitted to the Architectural Coordinator, each set to consist of the following items:

Site and Grading Plan

Location and finished floor elevations of garage, first floor, and walkout basements for main buildings on the lot, at a scale of 1" = 20', and including:

- Legal description; north arrow; name, address and telephone number of owner.

- Property lines.
- Building envelope dimensions.
- Front, rear, and side yard dimensions to buildings from property lines.
- Drives, parking areas (if any), and walkways.
- Square footage of the building footprint for each building.
- Topography of site at two-foot (2') intervals showing existing and proposed contours and drainage courses and cut/fill areas.
- Location, and elevation of access road and off-street parking lot design, if any, including ingress and egress points.
- Location, elevation and square footage of other improvements such as tennis and basketball courts, swimming pools and patios.
- Reference to adjoining properties, streets, utility and other easements, drainage courses; and reference to buildings on adjoining properties and their uses.

Building Plan

Indicate for all buildings the following at a scale of 1/8" = 1' or 1/4" = 1'.

Roof Plan

Pitch, valleys, hips, materials, and overhangs.

Floor Plan

Main structures and all accessory structures, including balconies, decks and square footage of each floor within the main building and square footage of each accessory out-building.

Exterior Elevations

All exterior elevations with materials, dimensions, final and original grade line and finished floor elevations clearly indicated.

Sections

To include finish grade, finish floor and maximum roof height.

Exterior Finish

Only those colors and materials on file with the Architectural Control Committee and approved shall be used.

Committee Action

Following submittal, the Committee will schedule a meeting within 14 days to:

- (1) Approve the drawings in which case the applicant may proceed with development.
- (2) Conditionally approve the drawings in which case the applicant must revise the plan to comply with the state conditions and file the drawings with the Architectural Coordinator and receive written approval prior to beginning development.
- (3) Disapprove the Working Drawings in which case the applicant will be required to resubmit new plans as requested by the Committee.
- (4) If applicant has not been notified within 30 days with either an approval or disapproval, the submittal shall be deemed approved.

One set of drawings with the Committee's comments and action will be returned to the applicant within 5 days of the Committee meeting.

4. CONSTRUCTION REGULATIONS AND PROCEDURES

Regulations

The Architectural Committee has established certain construction and safety regulations for the benefit of all Village on the Meadow owners, residents, and builders in order to ensure safe, neat and orderly activities during the construction period.

It is of the utmost importance that anyone conducting construction activities in Village on the Meadow exert extreme care in preventing conditions that are unsafe or that could constitute fire, wind or other hazards.

Storage of Materials and Equipment

Owners and contractors are permitted to store construction materials and equipment on the construction site during the construction period. It shall be neatly stacked, properly covered and secured. Storage of material or construction equipment outside the approved construction site (owner's or builder's lot) will be done only with the approval of the Architectural Committee.

Any storage of material or equipment shall be the responsibility of the owner or contractor.

Owners and contractors will not disturb, damage or trespass on other lots or

the open space. Should any such damage occur, it will be restored and repaired at the offender's expense.

Debris and Trash Removal

Owners and contractors shall clean up all trash and debris on the construction site at the end of each day. A trash container shall be located on each building site at all times for containment of lightweight materials, packaging, or other trash materials which may blow off the site. Trash and debris shall be removed from each construction site at least once a week to a legal dump site located off the project. Lightweight material, packaging and other items shall be contained in the trash container to prevent wind from blowing such materials off the construction site. Owners and contractors are prohibited from dumping, burying or burning trash anywhere in Village on the Meadow.

During the construction period, each construction site shall be kept neat and shall be properly policed to prevent it from becoming a public eyesore, affecting other lots and the open space.

Dirt, mud, or debris resulting from activity on each construction site shall be promptly removed from public or private roads, open spaces and driveways or other portions of Village on the Meadow.

Sanitary Facilities

Each owner and contractor shall be responsible for providing adequate sanitary facilities for his construction workers. Portable toilets or similar temporary toilet facilities shall be located only on the construction site.

Parking Areas

Construction crews will not park on, or otherwise block streets to the detriment of the residents. Private and construction vehicles and machinery will be parked only on the sites under construction and or those owned by the contractor.

Excavation Materials

Excess excavation materials should be hauled off the project or placed in areas designated by the Committee, if any. No excess excavation materials shall be stockpiled even temporarily on other lots or open space. If any blasting is to occur, the Architectural Committee shall be informed far enough in advance to allow it to make such investigation as it deems appropriate to confirm that all appropriate measures, including protective actions, have been taken prior to the blasting.

Restoration or Repair of Other Property Damaged

Damage and scarring to other property, including but not limited to other lots, open space, roads, driveways and/or other improvements will not be permitted. If any such damage occurs, it will be repaired and/or restored promptly at the expense of the person or entity causing the same.

Upon completion of construction, each owner and contractor shall clean the construction site and repair all property which was damaged, including but not limited to restoring grades, planting grass and trees as approved by the Architectural Committee, and repair of streets, driveways, pathways, drains, culverts, ditches, signs, lighting and fences.

Miscellaneous and General Practices

The following practices are prohibited in Village on the Meadow:

- (1) Changing any fluids on any vehicle or equipment.
- (2) Allowing concrete suppliers and contractors to clean their equipment other than on the construction site.
- (3) Removing any rocks, plant material, top soil, or similar items from any property of others within Village on the Meadow.
- (4) Carrying any type of firearms on the property.
- (5) Use of spring or surface water for construction.
- (6) Careless disposition of cigarettes and other flammable material.

Builders, contractors, and subcontractors shall not bring pets, particularly dogs, onto the property.

In the event of any violation of this regulation, the Village on the Meadow Owners' Association shall have the right to contact the Arapahoe County authorities to impound the pets, or to refuse to permit such contractors or subcontractors to continue work in Village on the Meadow, or to take such other action permitted by law or the Covenants.

All lot owners in Village on the Meadow will be responsible for the conduct and behavior of their representatives, builders, contractors and subcontractors.

All applicable Occupational Safety and Health Act (OSHA) regulations and guidelines and applicable Arapahoe County codes and regulations will be strictly observed at all times.

Construction Time Period

Work must be commenced within 90 days of the date of Committee approval of the Working Drawings; if not, approval will be considered void and a new submittal and fee will be required. All building construction and lot grading work must be completed within one year of work commencement.

PROCEDURES

Inspection

Upon completion of the work as indicated on the drawings and specifications approved by the Committee, the owner shall notify the Committee in writing for final inspection. The Architectural Control Committee will inspect the property and notify the owner within five (5) days following notification indicating acceptance or noting deficiencies requiring corrective action.

Periodic inspections during construction may be made by the Architectural Committee. Deficiencies requiring corrective action will be communicated to the builder.

Changes During Construction

Substantial changes during construction affecting the finished grade of the site, exterior appearance of any structure or landscaping require approval of the Committee prior to execution of the change. Such changes may necessitate submittal and approval of revised drawings; this requirement will depend on the complexity of the change and is at the discretion of the Committee.

Right of Entry

When construction work requires the use of adjoining property for any purposes, such as transporting lumber or materials for the work, the applicant shall obtain written permission from the adjoining property owner for "Right of Entry" during the course of construction. A copy of the letter granting permission shall be filed with the Committee prior to commencement of construction.

Workmanship

All workmanship affecting the exterior appearance of a structure must be executed in a manner that is consistent with acceptable industry standards.

Additions or Alterations

Any additions or alterations after completion affecting the finished grade of

the site, exterior appearance of any structure, or landscaping shall require approval of the Committee.

5. GENERAL PROVISIONS

Conditions Not Defined

Any matter, condition or material not defined herein shall remain a matter of discretion on the part of the Committee.

Variances

The Committee reserves the right to vary at any time from the procedures or standards as established herein. The Committee further reserves the right to amend or supplement these Guidelines at any time.

Zoning Ordinances and Declarations

Additional standards and requirements are set forth in the development plans approved by Arapahoe County, the applicable subdivision plat, and the Covenants. Each owner must read and become familiar with all such documents so as to avoid violating the standards and requirements set forth therein. Copies of all such documents are available at the offices of the Association's Management Agent.

Applicability of Article VIII

The foregoing Architectural Committee Guidelines are supplementary to all of the terms and provisions of the Covenants, and all of the terms and provisions of said Covenants shall remain in full force and effect. In the event of any actual or apparent conflict between these Guidelines and said Covenants, the latter shall prevail.

Enforcement

Failure to conform to these guidelines or obtain necessary approval from the Committee will constitute a violation of the Covenants, and shall require modification or removal at the expense of the owner.

Effective Date

These Guidelines, as may be amended or supplemented from time to time by the Architectural Control Committee, are adopted and effective as of the date shown.