

ARCHITECTURAL GUIDELINES
For
POUDRE HEIGHTS SUBDIVISION
(07/21/03)

It is the intent of the protective covenants to promote high quality construction as well as a Colorado Architecture design theme. Elevation designs will be reviewed and the Architectural Control Committee (ACC) reserves the right to deny approval based on design, even though minimum square footages and other requirements are met.

Architectural Theme: The architectural design philosophy of Poudre Heights is to promote the architectural styles that have become semi-indigenous to Colorado. These styles include: Lodge or Mountain Cabin, Prairie, Craftsman, Western Ranch, and European Mountain. These styles have a rustic versus refined look, informal versus formal look, and fit well with the rural character of the Poudre Heights setting. Foreign architectural styles will not be accepted, (i.e., Colonial, Victorian, Spanish, Southwestern, etc.).

GENERAL. The following is an alphabetical list of a wide variety of specific types of improvements which homeowners typically consider installing, with pertinent information to each, or procedures that must be followed in order to complete the construction process. Unless otherwise specifically stated, drawings or plans for a proposed improvement must be submitted to the Architectural Control Committee (ACC) for Poudre Heights Subdivision and written approval of the ACC obtained before construction of the improvement can begin. If you are considering an improvement not listed below, ACC approval is required. These guidelines can be changed from time to time, as allowed for in the Covenants for this subdivision. **ALWAYS BE SURE YOU HAVE OBTAINED AND READ THE MOST RECENT EDITION OF THE ARCHITECTURAL GUIDELINES.**

1. **ACCESSORY BUILDINGS, STORAGE BUILDINGS.** Are not allowed. Any storage area must be enclosed and appear as an integral part of the residence.
2. **ADDITIONS AND EXPANSIONS.** ACC approval is required. Additions or expansions to homes will require submission of detailed plans and specifications.
3. **ADVERTISING.** See "SIGNS".
4. **AIR CONDITIONING EQUIPMENT.** Only central air conditioning is permitted. Air conditioning equipment installed in any side or rear yard should be reasonably screened from view of adjacent property owners. Installation of air conditioning equipment on the roof of the house, in a window of the house or through the wall of a house is not permitted.
5. **ANTENNAE.** Not permitted. No exterior radio antennae, television antennae, or any other antennae may be erected. Microwave and/or satellite television dishes are permitted on side and rear elevations only.
6. **ASTROTURF.** Not allowed.
7. **AWNINGS.** See "OVERHANGS".
8. **BALCONIES.** See "DECKS" and "PATIOS".
9. **BASKETBALL BACKBOARDS.** ACC approval is required for placement and design.
10. **BIRD HOUSES AND FEEDERS.** ACC approval is not required if limited to 1 foot by 2 feet and if not more than two in number are installed on any lot. A birdhouse or birdfeeder may not be attached to the fence.

11. BOATS. See "MOTOR HOMES".
12. BUILDING PLANS. 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 the Poudre Heights Subdivision. There will be cases where many of the step-by-step procedures will not have to be followed or certain listed submittal items may not be required. The ACC Coordinator should be consulted to determine what information will be required for review by the ACC prior to making submission. **EVERY SUBMITTAL SHOULD INCLUDE THE NAME, ADDRESS AND TELEPHONE NUMBER OF THE BUILDER.**
- A. Architects – All schematic drawings and construction drawings shall be prepared by an architect licensed in the State of Colorado. The ACC reserves the right to waive this requirement based on the background and experience of the applicant or his agents and if the submittal is complete and adequate.
- B. Schematic Drawings Submittal – The submittal of schematic drawings is optional. It is the ACC's opinion that such a submittal will save the applicant time and expense plus unnecessary revisions of working drawings.
- C. Construction Requirements – Trim is required around all windows and doors, corners, and on all four elevations. Trim boards may be required at floor changes to break up large expanses of siding material. Fascia must be a minimum of 1/2" X 8" and be wood or fascia products.
- D. Construction Drawings Submittal – All construction drawings MUST be approved by ACC prior to submittal to the Town of Windsor for a building permit and prior to any construction. A total of two sets of construction drawings is required to be submitted to the ACC. Scale for the drawings should be either 1/8" = 1' or 1/4" = 1'. Each set should consist of the following:
1. Roof plan, showing pitch, valleys, hips, materials and overhangs.
 2. Floor plan, showing main structures, accessory structures, including balconies, decks, and square footage of each floor within the main building, square footage of each accessory, and total square footage.
 3. All exterior elevations, showing materials, dimensions, final and original grade line, and finished floor elevations clearly indicated.
 4. Sections, including finished grade, finished floor and maximum roof height.
 5. Finishes shall identify product brand and color on a 1 foot by 1 foot sample board with identifying brand names, color names and numbers. **THE SAMPLE BOARD MUST BE PRESENTED FOR REVIEW BY THE ACC WITH THE SUBMITTAL OF CONSTRUCTION DRAWINGS PRIOR TO THE START OF CONSTRUCTION.**

E. Site and Grading Plans – are to be submitted with the Construction Drawings, and should be at a scale of not less than 1" – 20' and should include the following:

1. Legal description, north arrow, name, address and telephone number of owners.
2. Property lines.
3. Building envelope dimensions with the location of the envelope established in relation to property lines.
4. Drives, parking areas and walkways.
5. Square footage of the building footprint, without any accessory structures and with accessory structures.
6. Topography of site at 2' maximum intervals showing existing contours and drainage course, and proposed changes to contours and drainage courses as well as any cut/fill areas.
7. Location and elevation of access road and off-street parking area design, if any, including ingress and egress points.
8. Location, elevations and square footage of any other improvements, such as tennis courts, swimming pools and patios.
9. Reference to adjoining properties, streets, utility and other easements, drainage courses, arrows, and references to buildings on adjoining properties and their uses.
10. Top of foundation elevation as it relates to sewer invert elevation, and Engineering plans for the development.

F. Landscaping Plans – a fee of \$35 must be paid to the Poudre Heights Association with submission of a landscaping plan. Landscaping plans may be submitted with the Construction Drawing or upon completion of the improvements, but must be submitted PRIOR TO COMMENCEMENT OF LANDSCAPING. Plans must depict fences, decks, playground areas, 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 builder's and shows any improvements or alterations thereto. Landscape plans must be done by a professional landscape designer/contractor.

G. Review and Architectural Review Board Action – following the review, the ACC will either:

1. Approve the Construction Drawings, in which case the applicant may proceed with the construction.
2. Conditionally approve the Construction Drawings, in which case the applicant must revise the plan to comply with the stated conditions and file the drawings with the ACC Coordinator and receive written approval PRIOR TO BEGINNING CONSTRUCTION.
3. Disapprove the Construction Drawings, in which case the applicant will be required to resubmit new plans as requested by the ACC.

13. CAMPERS. Sec 'MOTOR HOMES'.

14. CARPORT. Not allowed.
15. CLOTHESLINES AND HANGERS. Not allowed.
16. COLORS. Subtle earth tone colors to blend with the character of the neighborhood are required. All color and color combinations must be approved by the ACC prior to their application. Repainting when existing color is changes shall require approval by the ACC. All projections including, but not limited to, chimney flues, vents, gutters, downspouts, utility boxes, porches, railing, and exterior stairways, shall closely match the permanent color on the surface from which they project or shall be of an approved color. Duplicate color schemes shall not be allowed on adjacent lots, or lots across the street from each other.
17. CONSTRUCTION DEBRIS. See 'FENCES', Item C.
18. DECKS. ACC approval is required. Deck railing to be redwood, vinyl, or iron. Deck posts that extend to the ground from the main floor on walkout basements must be 6" X 6" or larger in diameter.
19. DOG HOUSES. ACC approval is required.
20. DRAINAGE. ACC approval is required for any change affecting drainage. Drainage plans for all houses and lots must be submitted and approved prior to any construction. There can be no interference with the established drainage pattern over the property except as approved in writing by the ACC. When landscaping is installed, it is very important to insure that water drains away from the foundations and driveways, and that the flow patterns prevent water from flowing under or ponding near or against the house foundation, walkways, sidewalks and driveways.
21. DRIVEWAYS. There shall be no extension or expansion of driveways without prior ACC approval. All driveways and private lanes shall be constructed entirely of neutral tone concrete surface, brick stamped concrete, brick or pavers from the entrance of the garage doors to the existing street.
22. ELEVATION TREATMENTS. Architectural design shall incorporate a consistent level of architectural interest in all elevations. The use of a walkout or garden-level basement, architectural features such as cantilever, window projections, roof elements, decks, etc. shall be used to add contrast to elevations.
23. EVAPORATIVE COOLERS. Not allowed. See "AIR CONDITIONING EQUIPMENT".
24. FENCES. ACC approval is needed prior to construction of any fencing.
- A. Perimeter fencing shall be two-rail, post and dowel wood. Color shall be natural green, and green "mesh" type material will be allowed on the inside of the perimeter fencing.
- B. Privacy fencing must be within 20 feet of the house, but may not extend into any lot line setbacks, may not exceed 35 feet in length, and may not exceed 6 feet in height. Materials can be either cedar (stained or painted to match the exterior of the house) or of the same material and color as the house.
25. FLAGPOLES. Free-standing poles are not allowed. One wall-mounted bracket per home shall be allowed (painted as required).
26. FOUNDATIONS. No more than 12 inches of exposed concrete may be visible on any elevation.

27. GARAGES. There shall be a minimum of two and a maximum of four car spaces in a garage that is attached and fully enclosed. Minimum dimensions for each space are 9 feet by 19 feet. Garage doors must be kept closed when not in use.
28. GARBAGE COLLECTION AND CONTAINERS. Only one trash removal company, which shall be designated by the Poudre Heights Association, will be permitted to pick up trash in the subdivision. All homeowners must use uniform containers designated by said company and place these containers outside only on the day they will be emptied. All containers must be moved inside the same day after they are emptied. This procedure limits garbage trucks to one day a week, provides for uniform containers and permits discount pricing.
29. GARDENS. All gardens of any type must be approved by ACC.
30. GREENHOUSES. Must be approved by the ACC.
31. HEIGHT. Height will be reviewed per each individual set of plans submitted. Maximum height is 35 feet. No building shall exceed two stories in height.
32. HOT TUBS. ACC approval is required. Must be an integral part of the deck or patio area and of the rear or side yard landscaping. Must be installed in such a way that it is not immediately visible to adjacent property owners and does not create the potential for noise disturbance for adjacent property owners.
33. IRRIGATION SYSTEMS. All homes must have a buried sprinkler system for the front yard, THE PLAN FOR WHICH IS TO BE INCLUDED ON THE LANDSCAPING PLAN AND SUBMITTED FOR REVIEW AND APPROVAL.
34. JUNK VEHICLE. See "MOTOR HOMES".
35. LANDSCAPING. To be prepared at a scale of 1" = 10' by a landscape design professional whose name and phone number appear on plan. To show locations and type of fencing, all planting bed locations, sod and seed locations, edging and mulch types, storage, play areas, decks, etc. Shrubs, minimum 5 gallon. Lot trees, minimum two (2) shade of 1 3/4 in. caliber, with at least one (1) in the front yard and one (1) in the rear yard. Front yard to be blue grass or fescue sod. Landscaping to be installed as soon as weather permits, but in any event no later than nine months after a home is certified for occupancy.
36. LATTICEWORK. ACC approval is required.
37. LIGHTS AND LIGHTING. Shall be of a conventional style with illumination patterns which do not cause a nuisance to neighboring properties.
38. MASONRY. A minimum of 30% of the street facing elevation including doors and windows but excluding roof areas shall be masonry. Brick, stone, Dry-vit product (or equal). All outside corners of street-facing elevations will require "wrapping" of corners to a minimum of two feet (2') on lower and upper walls (inclusive of garage walls).
39. MOTOR HOMES. No trailer, motor home, house car, junk car, car that is not capable of moving on its own power, bus, camper, large commercial-type vehicle, including vehicle-mounted camper, whether chassis or slide-in, or pickup coach, tent, boat or truck (except pickup) shall be parked, placed, erected, maintained, or constructed on any lot or common area for any purpose. This provision is intended to be broadly interpreted to cover almost any type of vehicle or structure not intended for every day use. However, trailers, campers, motor homes, pickup 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.

40. OVERHANGS (CLOTH OR CANVAS). ACC approval is required. The color must be the same as or generally recognized as complementary to the exterior color of the residence. The covering may be used over the patio only. No aluminum or fiberglass awnings are allowed.
41. PAINTING. All houses shall be kept well painted in the color approved with the original plans. Color changes must be approved by the ACC.
42. PATIO COVERS. ACC approval is required. Must be constructed of wood or material generally recognized as complementary to the home and must be similar or generally recognized as complementary in color to the colors of the home.
43. PATIOS (OPEN). ACC approval is required. Patios must be an integral part of the landscape plan and must be located so as not to create a potential for an unreasonable level of noise for adjacent property owners. Must be similar to and generally accepted as complementary in color and design to the design of the home. Must be located so as not to block any existing drainage pattern on the lot.
44. PAVING. ACC approval is required regardless of whether for walks, driveways, porches, patio areas or other purposes and regardless of whether concrete, asphalt, brick, flagstones, stepping stones, pre-cast patterned or exposed aggregate concrete pavers are used as the paving material. Must be located so as not to block any existing draining pattern on the lot.
45. PLAY AND SPORTS EQUIPMENT. ACC approval is required.
46. PLAYHOUSES. ACC approval is required. General guidelines are that they are to be less than 8 feet in height at the peak, and have less than 120 square feet of interior floor space. Basic design, materials and colors must match the residence, and they are to be incorporated into and at least partially screened by landscaping features.
47. POOLS. Only in-ground pools will be allowed, and ACC approval is required.
48. RADIO ANTENNAE. Not allowed.
49. ROOFS. The roof shall be a minimum of 6/12 pitch. Roof vents and flashing shall be painted to match the permanent roof color or the trim color, whichever lessens the visual impact. Roof materials shall be high-profile designer series asphalt (at least 25-year warranty), weathered wood color. Colors are to be approved by the ACC. All roof vents, plumbing vents, HVAC vents to be located at the rear of the roof peak as viewed from the street, if possible. Roof overhangs shall be a minimum of 12".
50. ROOFTOP EQUIPMENT. Not allowed.
51. SATELLITE DISHES. Microwave and/or satellite television dishes are permitted as long as they are on side and rear elevations and approved by the ACC.
52. SAUNAS. See "ADDITIONS AND EXPANSIONS".
53. SEASONAL DECORATIONS. Permitted with the following qualifications and conditions:
 - A. Christmas decorations shall not be displayed prior to Thanksgiving and must be removed by January 10 of the following year.

- B. Other holiday decorations should be removed within one week after the celebrated holiday.
- C. No decoration shall be displayed in such a manner as to be offensive to the neighborhood or create a public nuisance.
54. FRONT YARD SETBACKS. The front yard setback shall be a minimum of 20' from the front property line.
55. SIDING. ACC approval is required for all exterior finish materials. Exterior siding may be of cedar or redwood, brick, stone, wood shingle, synthetic stucco, architectural concrete or synthetic stone. Hardboard and compressed material siding products may be allowed. Masonry veneers shall be consistent on all elevations with street visibility. Horizontal grooved (Sturbridge), grooved and T-111 panelized siding is not allowed. See "MASONRY".
56. SIGNS. ACC approval is required for all signs except temporary real estate "for sale" signs. Temporary signs, advertising property for sale which are not more than five square feet may be installed on the lot without ACC approval. All other signs, including address number and name plate signs must be approved by the ACC. No lighted signs will be permitted.
57. SOLAR ENERGY DEVICES. ACC approval is required for all passive and active solar systems. They must be designed to appear as if they are an integral part of the roof. No exterior plumbing may be visible.
58. SPRINKLER SYSTEMS. All front yards must have buried sprinkler systems. See "LANDSCAPING".
59. SQUARE FOOTAGE. Square footages are computed on the exterior dimensions of the living space, excluding any areas contained in garages, basements or covered porches. Minimum square footages are:
- A.
- One-Story - 1,350 square feet finished on main floor.
Two-Story or Multi-Story - 1,550 square feet finished on two floors.
60. SWAMP COOLERS. Not allowed.
61. SWING SETS. ACC approval is required.
62. TELEVISION ANTENNAE. Not allowed.
63. TEMPORARY STRUCTURES. Not allowed.
64. TEMPORARY VEHICLES. No vehicles which are being repaired, restored or otherwise being worked on may be kept on any lot unless in the garage.
65. TRAILERS. See "MOTOR HOMES".
66. TRASH CONTAINERS AND ENCLOSURES. See "GARBAGE COLLECTION AND CONTAINERS".
67. TREES. See "LANDSCAPING".
68. VENTS. All exhaust vents including but not limited to dryer, cook-tops or range hoods, gas fireplaces and plumbing vents must be screened from sight.

- 69. WALLS (RETAINING). ACC approval is required.
- 70. WELLS. Not allowed.
- 71. WINDOWS. Windows shall be wood, vinyl, or vinyl-clad or metal-clad frames. Window frames, if metal-clad, shall be anodized aluminum in a color consistent with the design character of the building. Window design shall be consistent with the architectural design statement in size, proportions, detail and placement on the elevation.