



## **Design Guidelines**

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# **The Preserve at Pine Meadows**

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## Design Guidelines

### INTRODUCTION

The Preserve at Pine Meadows (“Pine Meadows”) community is committed to conserving and protecting distinctive natural features of the property while properly blending the residential improvements into the natural landscape. In order to insure that the intent of these planning concepts are followed throughout the design and construction phase, and that a quality environment is maintained, these Design Guidelines have been adopted. They are a tool to be used by the Design Review Committee (the “Committee”), in conjunction with the Declaration Creating Covenants, Conditions, Restrictions and Easements for Pine Meadows, Jefferson County, State of Colorado at reception number \_\_\_\_\_, of the Jefferson County Records (“Declaration”) as the same may be amended from time to time, to guide development in a sensible managed process. It will be the expressed purpose of the Committee to consistently and reasonably interpret these Design Guidelines.

The role of the Committee is directed toward review and approval of exterior design, site design, appearance and architectural aesthetics. The Committee assumes no responsibility with regard to structural, mechanical, electrical, or other construction details.

The primary areas addressed by these Design Guidelines are site development, architectural aesthetics and landscape appearance, especially as these relate to harmonious relationships with the existing terrain and vegetation and among neighboring homes. In general the goals are to minimize any harsh contrast in the landscape, to conserve pleasing and significant natural systems and to encourage architecture appropriate to this unique environment.

### **II DESIGN REVIEW PROCESS**

The process for establishing the Committee and defining the specific duties and powers conferred on it is described in the Declaration. The Committee has approved these Design Guidelines for Pine Meadows.

In general, the design review process is divided into three phases. The first phase includes a pre-design meeting, typically on site, to permit each Owner to review his ideas and the natural aspects of his particular Lot with a representative of the Committee before any plans are prepared. The second phase provides for the review of preliminary plans by the Committee before the Owner finalizes the design. The third phase is to insure that the final plans and construction drawings are consistent with the previously approved preliminary plans and the Design Guidelines. With the commencement of construction the Committee will conduct periodic monitoring of the building process to determine whether actual construction has been completed in compliance with the approved plans and the Design Guidelines.

All construction that is to be undertaken in this community, whether new residential construction, subsequent exterior renovations, or site construction such as walks, driveways, drainage improvements, or landscape planting is subject to review under the Design Guidelines. After Final Plan approval through this process, the appropriate building permit(s) may be applied for, and when approved, construction begun.

An attempt has been made to streamline this process and eliminate excessive delays. Nevertheless, each Owner is responsible for complying with the Design Guidelines, and all other applicable provisions of the Declaration, as well as all the rules and regulations of any Governing Authority, in order to bring the design review process to a prompt and satisfactory conclusion.

### REVIEW CRITERIA

While the Design Guidelines are intended to provide a framework for design, construction and modifications, the Design Guidelines are not all-inclusive. In its review process, the Committee may consider the quality of Workmanship and design, harmony of external design with existing Structures, location in relation to surrounding Structures, topography, and finish grade elevation, among other things. Committee decisions may be based on purely aesthetic considerations. However, Committee shall not grant approval for proposed construction that is inconsistent with the Design Guidelines, unless Committee grants a variance. At the time of application, the Owner must designate who the Builder will be. The designated Builder must be approved by the Architectural Committee as part of the approval process.

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All Lot Owners, Builders, Consultants, and another designated representatives shall comply with the following process, in order to gain approval for the Committee for any construction.

#### A. Pre-Design Meeting (Phase One)

Prior to preparing preliminary plans for a proposed Residence, it is required that the Owner and/or their designated representatives, meet with the Committee to discuss proposed plans, Committee concerns, and requirements or attributes which may be specific to an individual site. This informal review is to offer guidance prior to initiating preliminary design. Notes from the Pre-Design Meeting will be filed in the Committee office and will be available to the Owner.

An appointment for a Pre-Design Meeting should be made at least one week in advance by calling the Committee office. Review fees shall be payable at pre-design meeting.

#### B Preliminary Plan Submittal (Phase Two)

Following the Pre-Design Meeting, the Owner may develop preliminary architectural and site plans. They should meet the following requirements:

1. Preliminary Plans sheet size must be 24" x 36" and shall include the following:
  - a. Lot, Block, Filing number and address with Owner and Architect/Builder's names listed on each sheet.
  - b. A preliminary site plan of all proposed improvements, including building location within the Building Centroid, the driveway, parking areas, snow storage, existing and proposed grading at a minimum two (2) foot contour interval with appropriate spot elevations, proposed drainage facilities and Structures, finish elevation of all building entry points and drainage features, and the Building Envelope at a scale of 1"=20'.
  - c. The site plan shall also include the locations, elevations, square footages of other improvements, including but not limited to fencing, walls, patios, and garden Structures.
  - d. Roof and floor plans at a scale of 1/8" or 1/4"=1'. Roof plans must identify pitch, valleys, hips, overhangs, and materials.
  - e. Floor plans must include main Structure and accessory Structures, balconies, and decks.
  - f. Architectural elevations at the same scale as the floor plans, indicating both existing and proposed grade lines, finish floor elevations, roof pitch, top of slab elevations and building height calculations
  - g. All exterior materials and colors.
2. At the Owner's option or Committee's request, a perspective sketch and/or model may be prepared as a visualization aid.
3. In order to assist the Committee, the Lot Owner shall provide field staking of the building footprint, all proposed building and/or deck corners. All Stakes (lathes) must extend above grade and must be easily visible and identified. Staking must be completed at time of Preliminary Plan submittal. It should be noted that the developer has identified a building footprint area within the building envelope for each parcel that maximizes views, privacy and ease of build. We strongly encourage owners to build in this area.

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4. Building Centroid adjustment variance with documentation explaining the reason for the adjustment. A plan showing the current Building Centroid and the new location on the same plan. The plan should illustrate the proposed buildings and improvements.
5. After preparing the appropriate plans, the Lot Owner shall submit Three(3) sets of plans to the Committee. It should be noted that incomplete submittals WILL not be accepted for review.
6. The Committee will then review the Preliminary Plans and staking, and will provide a written response within fourteen (14) days after the submittal.

### C. Final Plan Submittal (Phase Three)

Following Preliminary Plan Approval, the Lot Owner may develop final architectural and site plans suitable for construction. They should meet the following requirements:

1. All plans (“Final Plans”) must be 24” x 36” and shall include the following:
  - a. Lot, Block, Filing and address with Lot Owner and Architect/Builder’s name should be clearly shown on each sheet.
  - b. Final site plan including all finish floor and top of slab elevations, all site improvements, the Building Envelope and Centroid, utility connections, complete grading including earth berms anticipated for landscaping at 1’ intervals, all paved areas including walks and patios, paving design graphics, easements and setbacks. Areas for construction trash and staging including any construction erosion controls should also be indicated. This plan must be submitted at 1”=20’ scale.
  - c. Detailed roof and floor plans at a scale of 1/8” or ¼”-1’.
  - d. All exterior elevations, at the same scale as the floor plans, indicating both existing and proposed grade lines, top of foundation elevations, finish floor elevations, top of slab elevations, and maximum roof height. Decks, rails, air conditioning evaporators and flues should be indicated.
  - e. Wall sections and exterior details, including items such as chimneys, exterior stairs and decks, railings and supports.
  - f. Colors/Materials Board – samples of all finished exterior materials and colors. Samples must be presented on a 24” x 36” gator board (1/8” thick) clearly marked with the Lot Owner’s name, and Lot, Block and Filing numbers. A front elevation must be included on the color board presentation. In addition, a typed schedule of samples, or specification of exterior materials and colors must be included on the Final Plans.
  - g. Landscape: See Landscape Guidelines Section V below for specific information. Landscape plans must be approved by the Committee prior to any disturbance.
  - h. Tree removal plan: See Forest Management Section VI below for tree management guidelines. Trees must be flagged with ribbon for inspection by the Committee prior to removal.
2. After preparing the Final Plans, the Lot Owner shall submit three (3) sets of plans to the Committee.
3. The Committee will then review the plans and staking, and will provide a written response within fourteen (14) days after the submittal. Should the Final Plans be approved, the Lot Owner may apply for the appropriate building permit(s), and when approved, begin

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construction. In the event of disapproval, the re-submittal of Final Plans shall follow the Final Plan submittal procedure.

#### D. Construction Period Monitoring and Requirements

1. The Committee may inspect all Work in process and give notice of non-compliance. Absence of such inspection or notification during the construction period does not constitute either approval by the Committee of Work in process or compliance with these Design Guidelines or the Declaration. Any Committee visits are in addition to standard inspections required by other jurisdictions throughout the construction process. Owners are responsible for obtaining the building permit(s), and for notifying the Committee of the construction process in writing.
2. Construction must begin within 120 days from the date of Committee final approval, unless specifically extended in writing. All construction must be completed within fourteen (14) months from commencement of construction. A faxed notice of commencement is required to be sent to the Committee office.
3. **ALL UTILITY AND HOA FEES MUST BE PAID IN FULL PRIOR TO COMMENCEMENT OF CONSTRUCTION.**

#### E. Review Fees

When a Builder or Owner submits plans to the Committee for approval, the submission shall include a "Review Fee" The Review Fee, subject to change from time to time, shall be made payable upon application to the Pine Meadows Owners Association as follows:

1. New Residence construction- the original improvement of a Lot. Review Fee - \$ 350
2. Major alteration or addition – a structural or site modification significant enough to warrant the issuance of a building permit be a governmental authority. Application for Review must be submitted. Review Fee - \$ 200

#### F. Field Changes

The only changes that will be of concern to the Committee are those that substantially affect or change the exterior elevations; building location, grading, or other substantial element, including color changes, as approved by the Committee.

Should any substantial changes of color, material, or exterior elevation, building location, grading or other substantial element be necessary, it will be the responsibility of the Owner to contact a designated representative of the Committee to explain the nature of the change and to determine if an official Committee review with drawings will be required. At that point in time, direction can be given as to the next step in the process regarding such necessary field changes. The Committee may contract a construction inspector on a per home basis if determined necessary.

#### G. Project Completion

Upon completion of any Residence or other improvements for which Final approval was given by the Committee, the Lot Owner shall give written notice of completion to the Committee. Within such reasonable time as the Committee may determine, but in no case exceeding fourteen (14) days from receipt of such written notice of completion from the Lot Owner, or his duly authorized representative, it may inspect the improvements. If it is found that such Work was not done in substantial compliance with the approved plans, it shall notify the Lot Owner in writing of such non-compliance within such period specifying in reasonable detail the particulars of non-compliance, and shall require the Lot Owner to remedy the same.

#### H. Other Conditions

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Approval of plans by the Committee shall not be deemed to constitute compliance with the requirements of any local building, zoning, safety, health or fire codes, and it shall be the responsibility of the Lot Owner to assure such compliance. Nor shall approval waive any requirements on the part of the Lot Owner or his representative to comply with setbacks, height restrictions, or other requirements unless such waiver or variance is specifically requested at the time of submittal and provided that the waiver or variance may properly be granted by the Committee and local jurisdictions, where applicable.

The Declaration shall remain in force as the legal restrictions governing all construction.

Neither the Committee nor its assigns shall be liable in damages to anyone submitting plans to them for approval, or to any Lot Owner by reason of mistake in judgement, negligence, or nonfeasance arising out of, or in connection with, the approval or disapproval or failure to approve any plans or specifications. Every Lot Owner or other person who submits plans to the Committee for approval agrees, by submission of such plans and specifications, that they will not bring action or suit against the Association, Committee or its individual members, or the Developer to recover damages.

Final approval of plans is valid for fifteen (15) months. A submittal of a different dwelling on the same lot requires the review process beginning with the Pre-design phase and a submittal fee.

The Committee reserves the right, upon request of a Lot Owner, to grant waivers or variances from any of the procedures or Design Guidelines set forth herein at its discretion. Any waiver or variance granted shall be considered unique and will not set any precedent for future decisions. Waivers or variances can not be granted by the Committee if the Waiver or Variance would create a nonconforming condition with local or state regulations, ordinances or building codes.

#### I. Governing Precedence

To the extent that the Jefferson County ordinances, building code or regulations require a more restrictive standard than the standards set forth in the Design Guidelines, or the Declaration, the local government standards shall prevail. To the extent that any local government standard is less restrictive, the Declaration and the Design Guidelines (in that order) shall prevail.

#### J. Supporting Documents

Lot Owners should thoroughly review all portions of the following documents applicable to their property:

1. Declaration Creating Covenants, Conditions, Restrictions and Easements for Pine Meadows.
2. Rural Cluster Map for Pine Meadows.
3. Design Guidelines for Pine Meadows.
4. Pine Meadows Drainage Report.
5. Pine Meadows Rules and Regulations, if any.
6. Jefferson County Zoning Resolution, as amended.

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## Design Guidelines

### **III LOT IMPROVEMENT GUIDELINES**

#### **A. Site Planning**

Each building site in this community has its own specific qualities and characteristics. The Committee will be looking very critically at site plans to determine whether existing features are respected and sensitively utilized. A preference will be expressed for plans, which minimize disturbance of existing terrain, natural features, vegetation, and drainage patterns, while taking advantage of short and long views and maximizing solar exposure. Respect for adjacent development is also essential; coordination of elements such as building massing, building clustering, material compatibility, sun/shade patterns, indoor/outdoor relationships, drainage, screening, views, and access will help make for better neighbors.

#### **B. Preservation of Significant Views**

Views are important at Pine Meadows. All views shall be preserved, provided however, each Owner and the Committee shall recognize the property rights of neighboring Properties when potentially competing goals are at issue in the proposed design. The objective is to create as many opportunities for views as possible, within the constraints posed by each Lot and the objectives of the Design Guidelines.

#### **C. Building Envelopes/Setbacks**

##### **1. Setbacks**

Structures shall adhere to setbacks established by the Jefferson County Zoning Regulations for A2 Zoning. Setbacks are measured from the lotlines, and right-of-way lines.

Front Yard Setback	50 feet
Side Yard Setback	30 feet
Rear Yard Setback	50 feet

##### **2. Building Envelopes**

To insure the preservation of the natural forest for the enjoyment of all residents, the concept of a maximum allowable improvement area, called the "Building Envelope," has been developed. All improvements on a Lot must be designed to be within this Building Envelope, including but not limited to the Residence, the garage, outside patios and terraces, recreational courts, swimming pools and spas, if permitted by the Design Guidelines. Outside of the Building Envelope, the existing natural forest must be left undisturbed except as necessary for the installation of driveways, utilities, septic systems, and for approved forest management practices.

Before any conceptual planning is done, an Owner must consult the Map to verify the location of the Building Envelope. Modifications to the Building Envelope will not be permitted.

Early consideration should be given to any future expansions or building needs such as guesthouses, fences, pools, etc. These expansions shall only occur within the Building Envelope. Any such future considerations shall appear on the Preliminary Submittal.

##### **Building Centroid**

Each Building Envelope contains a Building Centroid designating the preferred location of the Primary Residence. The Building Centroid is a one hundred foot diameter circle within which we encourage the Owner to place at least sixty percent (60%) of the Residence footprint. The Building Centroid can be moved with approval of the Committee. Any change to the Building Centroid location should be presented during the preliminary plan review for initial approval.

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#### Building Centroid Location Determination

The Declarant has predetermined each Building Centroid based on the following criteria and Committee will use the same in analyzing requests for modifications thereto:

1. Mass of Residences off ridge lines
2. Maintaining a separation between neighboring envelopes
3. View corridors of neighboring Lots
4. Keeping Buildings a maximum distance off the streets
5. Avoidance of natural drainage areas
6. Protection of mature Native Plants and rock outcrops
7. Avoidance of slopes greater than 30%
8. Driveway accessibility

#### D. Grading and Drainage Standards

##### **Builders shall:**

- **Conform to the requirements of the Jefferson County approved drainage plan for Pine Meadows.**
- **Not significantly alter existing drainage patterns.**

Standards for grading and drainage are general, minimum standards only and shall not constitute a representation, warranty or agreement by the Declarant, the Committee or the Association that adherence to such minimum standards in designing or constructing a Residence or installing landscaping shall result in a Residence or landscaping which is free from any defects.

General drainage ways are shown in the Pine Meadows Drainage Report, and must be strictly adhered to. The Committee must specifically approve any modifications.

##### 1. Grading

All site improvements should be designed to minimize the extent of grading required. Techniques for doing this include “stepping” buildings down slopes, designing dwellings with walkout lower levels, providing access across slopes instead of down them, and using low retaining walls where necessary. Where grading is necessary, cut and Fill slopes should be kept to a maximum of 3’ horizontal to 1’ vertical. All graded slopes should be “rolled” back into existing slopes, so that no sharp contrast exists between existing and disturbed slopes. No final grading shall extend beyond existing Lot lines, or Building Envelope.

##### 2. Drainage

Upon completion of any Residence or associated Structure the Lot shall be final graded in a manner so as to insure positive drainage away from the building foundation. Drainage swales shall be designed to have a minimum grade of 2 ½ percent. As a general rule, swales shall be no closer than 5 feet from any foundation wall. Minimum Slopes away from the foundation should be 5 percent for the first 5 feet or in accordance with the Lot Owner’s soils engineering report, whichever is more restrictive.

In addition to minimizing the extent of site grading required, disruption to existing drainage courses and ridges should also be limited. Where disruption or realignment must occur, reconstruction should occur in a naturalized manner allowing water to percolate instead of concentrate while still allowing water to flow in a non-destructive course. If culverts or structural channels are required, these elements should be identified on the Preliminary and Final Site Plans.

All culverts, drainage pipes and Structures shall be concealed and have stone or native boulder headwall coverings to promote a natural setting.

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Historic flows on or across the Lot must be accommodated. Within the Lot, adjustments can be made as described above. However, some Properties may contain parcels of land that have been improved by the Developer or by the Association that must function as drainage facilities for the overall project, and which must be incorporated into the drainage design for the specific Lot.

#### 3. Compliance

All drainage plans must comply with Jefferson County, State of Colorado and national laws and regulations.

#### E. Tree Protection

Existing trees and shrubs designated to remain should be protected from disturbance.

#### F. Erosion Control

During and subsequent to all site construction, techniques for controlling erosion within the site to ensure protection of adjacent Properties from erosion shall be mandatory and conform to Jefferson County requirements. Techniques include the use of sedimentation basins, filtration materials such as straw bales or permeable geotextiles, and slope stabilization fabrics or tackifiers.

The objective of erosion control is to limit the amount and rate of erosion occurring on disturbed areas. The objective of sediment control is to capture the soil that has been eroded before it leaves the construction site. Despite the use of both erosion control and sediment control measures, it is recognized that some amount of sediment will remain in runoff leaving the construction site.

An erosion and sediment control plan is comprised of three major elements.

1. The erosion control measures that will be used to limit erosion of soil from disturbed areas at a construction site.
2. The sediment control measures that will be used to limit transport of sediment to off-site properties and downstream receiving waters
3. The drainage way protection measures that will be used to protect streams and other drainage ways located on the construction site from erosion and sediment damages.

#### G. Driveways and Parking

The driveway from the access road to the Residence shall be situated to minimize earthwork, without overly emphasizing the parking area or garage. Circular drives are acceptable to the Committee if appropriate to the site and architectural design. Parking areas shall be located out of major sightlines from the access road and adjacent Lots and shall be screened with landscape earth forms or planting.

Driveways must be constructed to Jefferson County standards including but not limited to gradient at intersection, grades, angle of intersection and others. Refer to Jefferson County Road Design criteria for details.

Subject to the approval of the Committee, freestanding site walls, bollards, or gateposts may be allowed at a driveway entrance.

Driveways shall be a maximum of 16 feet wide at the property line. Only one driveway entrance will be permitted for each Lot unless approved by the Committee. Physical site conditions may dictate otherwise such as in the case of Lots with steep slopes.

If permitted on the Rural Cluster Map, shared driveways are encouraged.

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#### H. Retaining Walls

Retaining walls should be as low as possible and integrated into the landscape plan. The use of terracing is encouraged in order to maintain a maximum height of 4' wherever possible. Any walls exceeding four feet must be specifically approved by the Committee and designed by a registered professional engineer. Retaining walls over 4' in height require a building permit from the Jefferson County Building Department. Walls should compliment the natural surroundings and. Stone or other compatible materials are encouraged.

#### I. Utilities

**All utilities within the Lot must be located underground – up to all buildings. No overhead utilities shall be allowed.**

Utility equipment must be screened from view or integrated into other improvements. The Committee must approve all utility equipment locations, materials and aesthetics.

Construction of utilities shall be carefully coordinated with existing site conditions so that minimal disturbance occurs. Utility lines should be aligned to avoid the removal of existing trees as much as possible. All utility construction, including storage of excavated and backfill materials, shall respect all neighboring Lots and boundaries of areas to be preserved.

**Septic Systems – as approved by Jefferson County Health Department**

#### J. Fire Protection

See Forest Management Section VI

## **IV ARCHITECTURAL GUIDELINES**

### A. PRIMARY ARCHITECTURAL ELEMENTS

#### 1. Massing

The main body of the house is to be one simple form or several understated simple forms combined to create a main Structure. The detached garage and accessory building are to be an extension of the same forms on a smaller scale proportional to the main building. Strive for simplicity of the main outline of the building and provide regularity in the scale and proportion.

All buildings and Structures shall incorporate articulation, both vertical and horizontal places, in their architectural design to reduce the apparent size (height, mass, and bulk) and give them more visual interest. Articulation is the giving of emphasis to architectural elements (i.e., windows, decks, entries, roof lines, facades, etc.) that divides larger Structures or buildings into smaller, identifiable pieces.

#### 2. Building Size

The minimum square footage of heated space within the frame line of any Residence permitted on a Lot shall be at least 1,600 square feet for ranch styles and 2,000 square feet for two story styles, exclusive of garages, walkouts, basements, patios, breezeways, and other unheated areas.

#### 3. Building Height

Maximum building height is set at 35'-0". Chimneys are not to exceed this height by more than 4'-0". Coordinate height restrictions with all applicable codes.

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Notwithstanding the maximum building heights set forth above, the Committee may disapprove a proposed Residence or other Structure if, in the Committee's sole opinion, the Structure appears excessive in height when viewed from any street, a Private Amenity, Common Area, or another Lot, or, it would be prominent because of its height.

The Owner is encouraged to use terracing to design the Residence to follow the slope of the Lot.

#### **B. SECONDARY ARCHITECTURAL ELEMENTS**

##### **1. Foundations**

Foundations are the primary element that links a building to its site. Careful attention should go into how the building meets the ground. Foundations are to be finished with a masonry material such as stone or stucco. They shall be a minimum of 3' tall as measured from finished grade. Adjacent retaining walls, site walls and light wells should all be of similar material as the foundation. Exposed concrete is not an acceptable finished foundation material.

##### **2. Roofs**

The primary roof form shall be hip or gable with limited use of shed form. A limited percent of Gambrel roofs may be utilized within Pine Meadows. No mansard, flat, dome or extreme "A" frame roofs shall be allowed. Secondary and accessory Structures must utilize a similar roof composition to the primary Structure. A direct relationship to the primary Structure must be maintained between the primary and secondary roof Structures.

All roofs must be an approved class "A" fire rated material.

All roofs are encouraged to have deep overhangs. Overhangs may be up to 48" deep, and boxed-in. Coordinate with local code requirements. Ridgelines must not exceed 50 feet before a change occurs in direction and or elevation.

Careful consideration must be given to chimney, venting, gutters, ice dams, crickets, plumbing vents, flues, dormers, and skylights so that each of the elements work with the overall composition and design.

The following roof surfacing materials are permitted: flat concrete tile of an approved color, slate, metal weathered copper, or pre-approved premium grade/heavy duty 40-year asphalt shingles, which must be of a "high profile/style". Metal roofs are permitted of an approved gage to prevent "oil canning". It is important that all roof materials be of a color that blends naturally with its setting. All roof materials will have a low light reflective value not exceeding a value as determined by the Committee on a case-by-case basis. The Committee will evaluate each roof's material and color in order to ensure compatibility with the Residence's setting.

##### **3. Finish Materials**

The interplay of materials and texture dramatically effects the overall composition of the buildings. The ultimate goal is the harmony of the combination of the different materials. Wood, timbers, logs, stone, metal, stucco and tile are all acceptable exterior building materials.

Each building shall be broken up into three traditional sections. The base (foundation and lower portion of the wall), the middle field (exterior wall) and the top (roof). Each of these are considered part of the primary building compositional elements while items such as glass, flashing, trim and fixtures constitute the secondary building elements.

The base shall be of native stone to tie the building to the site. No more than 6 inches of the foundation shall be exposed.

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The middle field shall be of stone, stucco, horizontal wood siding, logs and/or wood shingles.

Cover exterior vertical walls with (min.) ½” sheathing or equivalent material. Box-in eaves with a minimum of ½” sheathing or other noncombustible material.

The top (roof) shall be of slate tile, concrete tile (small), metal panels, 40+ year composite shingles, wood shingles or formed fiber cement shingles.

Shutters and window boxes are subject to Committee’s approval.

#### 4. Windows and Openings

Primary consideration shall be given to the multiple views that each of the given lots create. Windows and doors shall be proportional to the overall building mass and composition. Windows shall mimic the more traditional form of a vertical rectangular window that is approximately twice as tall as it is wide. Special conditions that warrant the use of unique window shapes are encouraged as an architectural means of celebrating unique design conditions.

Dormers and eyebrow windows are encouraged to break up larger expanses of roof assuming that symmetry and proportion to the overall roof are considered in the building form.

Mirrored or reflective glass shall not be allowed. Window specifications shall be provided with building permit application and shall be subject to Jefferson County approval.

#### 5. Colors

Indigenous building forms and building materials integrate best with the colors of their immediate surroundings.

Exterior wall colors shall harmonize with the site and surrounding landscape at all times with the maximum light reflective value as determined by the Committee. The Residence color shall be warm, earthy hues - the colors of the forest – whether in the natural patina or weathered color of the wall surface itself or in the color of the paint, stain or other coating. In general, natural colors shall prevail. Trim accents around windows, doors, and other such areas on the Residence must be of an approved color.

#### 6. Building Projection

Committee approval is required for all roof projections such as, but not limited to, dormers, clearstories, skylights, chimney caps, vents, flashing, gutters, and down spouts. All roof appurtenances must match roofing colors or be of a color that compliments the Residence and must be as inconspicuous as possible.

Wood, stone or rock-finished flues shall be used. Exposed metal chimneys are not permitted.

All other building projections such as balconies, porches, decks, railings and exterior stairways shall be integrated into the overall design of the Residence and match or compliment the color of the surface from which they project. All building projections shall be contained within the building envelope.

#### 7. Skylights

Skylights must be designed to be integrated into the overall design of the architectural forms. Simple forms are important to the overall architectural personality of the Pine Meadows.

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Glazing is to be clear or tinted flat glass or protected stained glass. Bubble plastic or other curb mounted designs will not be permitted. Shiny colors are not permitted.

8. Flashing

It is encouraged that all flashing is to be copper, bronze or lead. However, hidden or painted metal that matches the adjacent material will be acceptable.

9. Greenhouses

Greenhouses must be integrated into the overall design of the primary Structure or one of the accessory uses. They are to include materials that compliment the existing architecture and its details. Careful consideration should be given to the details of this element and its relationship to the main Structure because of the amount of glass required in this type of Structure.

10. Fireplaces/Chimneys

The Environmental Protection Agency (EPA) in accordance with Jefferson County's standards for particulate emissions must approve all fireplaces and wood burning devises. All chimneys must have spark arrestors

Install an approved spark arrestor (min. 12-gauge welded wire or woven wire mesh, with max. ½" openings) in every fireplace and woodstove chimney and flue.

11. Patios, Decks, Courtyards

Decks, balconies, porches, patios and courtyards are encouraged and shall be designed as an integral part of the Residence so they maximize the environment of each Lot's exterior spaces and capitalize on the views of and from the Lot.

The patios and decks must be constructed of wood or other material similar to that of the Residence and, if painted or stained, must be a color similar to or generally acceptable as complementary to the Residence.

If railings are required, they are to be an integral part of the overall design of the main Structure and its accessory buildings. The railings and handrails must be detailed so as to be compatible with the character of the buildings.

Coverings for exterior areas, i.e. decks, patios, porches, shall be constructed of wood or material recognized as complementary to the Residence and be similar or recognized as complementary in color to the exterior color of the Residence.

Enclose decks or screen them with metal screens. Screen attic and floor vents with corrosion-resistant, noncombustible wire mesh with ¼" maximum openings.

Use heavy timber (as defined by local building codes), 1-hr. fire -resistive material, or noncombustible material to construct overhanging porches, decks, patios, balconies, and other parts of buildings.

12. Guest Houses

Any attached or detached guest house shall be of the same architectural style, color and material as the Residence or of a style, color and material that is generally recognized as complementary to that of the Residence and shall be visually related to the Residence by walls, courtyards, or

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landscape elements. Any guesthouse must be built within the Building Envelope and comply with all local zoning regulations.

#### C. Site Accessories

Accessories are to be reviewed and approved by the Review Board prior to their incorporation into the overall design.

##### 1. Site Walls

Site walls are to be constructed of the same or a complementary material as the base of the building. They are to be an extension of the main building and its accessory buildings. Site walls shall not exceed four feet in height.

##### 2. Lighting

Exterior lighting shall be minimized. Building lighting shall be required at the main entry and back porches only. Each main building shall have its main porch light activated by a photocell. Lighting at these locations shall be an exterior decorative exposed surface mounted fixture. Lighting must be in character with the style of the home.

- a. Sodium lighting shall not be allowed.
- b. Building Highlighting will be permitted upon submittal review and approval by the Committee.
- c. Indirect lights are recommended to reduce glare and provide ambient light at outdoor gathering space.
- d. Direct lighting should not exceed 60 watts.
- e. Exposed floodlights will not be allowed on the front of the home.
- f. Security lighting shall be indirect and shall not cast a light more than 60' from its original source.
- g. No lighting shall extend beyond the Building Envelope.
- h. Lighting of the courtyard and patio spaces shall be limited to low level down lighting that lights a specific task such as a sitting area.
- i. Lighting of the driveway and footpaths shall be limited to low level down lighting.
- j. Exterior lighting shall be directed to subtly illuminate functional areas only.
- k. Exterior lighting shall not be located above eave lines.

##### 3. Mechanical Equipment

All utility equipment shall be incorporated into the overall Building Envelope and building design. Screen walls on all sides should incorporate material that complements the adjacent Structure. Electrical panels, meter housing and condenser units shall be located in areas not visible from the front of the home.

##### 4. Trash

Adequate storage of solid waste should be incorporated within the accessory or garage unit. However, if storage of solid waste cannot be incorporated within the appropriate Structures, a screened enclosure is required. This enclosure shall be compatible in material, massing and detailing with the associated Structures. It is strongly encouraged that trash receptacles be stored within closed, bear-proof containers that discourage wildlife nuisances.

##### 5. The Following Require Committee Approval:

- a. Awnings, shutters, screens, and other similar exterior elements.

## **The Preserve at Pine Meadows**

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### Design Guidelines

The installation of awnings or overhangs requires Committee approval. If approved, the awning or overhang color must be the same as or generally recognized as complementary to the exterior of the Residence.

b. Children's Play Equipment.

Integration into the overall landscape plan will be required.

c. Doghouses must be located in the back yard not visible from the street.

d. Dish/Antennas/Flagpoles

No exterior antennae, aerials, satellite dishes, or other such apparatus for the transmission or reception of television, radio, satellite or other signals may be erected unless completely contained within the Building Envelope. Two satellite dishes measuring no more than 24 inches in diameter may be placed on a Lot so long as they are totally screened from view from any street, or another Lot. All satellite dishes must comply with the Jefferson County Code.

No more than one free standing flagpole shall be allowed on a Lot and shall not exceed 18 feet in height and must be located within the Building Envelope.

e. Sport/Recreational Courts

Requests to construct Sport Court surfaces will be handled on a case-by-case basis, and shall meet the following criteria:

1. Any grading required to create a level playing surface must achieve a balance of cut and Fill. Maximum total cut and fill will be 8'.
2. The playing surface must be screened from view. It may be required that the surface be constructed below grade to reduce the need for above ground fencing.
3. A combination of solid walls and approved fencing is required. The height of perimeter protection may be limited if, in the opinion of the Committee, such devices would be unattractive. Galvanized fencing will not be allowed.
4. Additional landscaping with trees or shrubs may be required to mitigate the surface's visibility from nearby streets, Lots and Common Areas.
5. Gazebo, storage rooms, and connecting walkways must be visually integrated with the main Residence and surrounding landscape.
6. The Work must be located within the Building Envelope.

6. Accessory Buildings/Structures

Accessory buildings such as garden structures, greenhouses, cabanas, hot tubs, tree houses, playhouses and other Structures, shall adhere to the standards outlined for buildings and site planning. It is important that the massing and scale, as well as forms, materials, and other detailing shall be well coordinated with the main Structure(s) on the site.

7. Solar

Solar heating equipment must blend into the overall architecture and roof design features, and must be raked at the same pitch as the roof. Locations other than roof structures should be considered by the applicant such as: earth berms, swale bowls, and hillsides.

Passive solar application, or the orientation and design of the Residence for maximum winter solar heat gain, will reduce the winter heating needs and is encouraged, to the extent that such a

## **The Preserve at Pine Meadows**

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### Design Guidelines

design objective does not adversely impact the Lot's natural surroundings, involve undesirable removal of existing trees, or adversely impact neighboring Properties.

Improperly positioned solar collectors can cause excessive glare and reflection.

#### 8. Swimming Pools

Pools and spas shall be screened from view from any street, Conservation Easement, or another Lot and shall be fenced according to all applicable governmental regulations. The initial or subsequent installation of either a pool or a spa shall require submission drawings and prior approval by the Committee. Pools or spas shall be made an integral part of the deck or patio area and/or landscaping.

#### 9. Service Yard

All above-ground garbage and trash containers, firewood piles, clotheslines, mechanical equipment, and other outdoor maintenance and service facilities shall be screened from streets, a Private Amenity, Conservation Easements, and adjacent residences.

## **V LANDSCAPE GUIDELINES**

Extensive landscaping on residential Lots is prohibited. If any landscaping is done on residential Lots, a natural or natural appearing landscape or Xeriscape is required.

All landscape construction in this community, whether new landscape plantings, subsequent improvements, or drainage improvements is subject to review under the following Design Guidelines. All Lot Owners shall comply with the following process, in order to gain approval from the Committee for any landscape construction. **Only after receiving written approval through this process shall landscape installation begin.**

### A. Review Procedure for Landscape Plans

#### 1. Plan Submittal

Three (3) copies of the landscape plans shall be submitted. The plan must contain the following information.

- a. Lot, Filing number and Lot Owner's name and address.
- b. Designer's name, address, and telephone number.
- c. Scale of 1" = 10' and North arrow.
- d. All existing conditions, including buildings, walks, driveways, septic systems, patios, decks, walls, trees and vegetation, topography with a contour interval of 2 feet or less, drainage way, neighboring landscape plantings along the property lines, natural features, rock outcrops, easements, property lines, and other legal restrictions that may exist.
- e. All proposed improvements designed in accordance with the Design Guidelines including drainage ways, proposed grading with a contour interval of 2-feet or less, trees and shrubs with botanical and common names of all plant materials (**WIDTH, CALIPER AND HEIGHT**), all landscape features such as hardscaping walls, fences, hot tubs, decks, patios, Structures, gardens, water features, boulders, play equipment, lighting, etc.

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### Design Guidelines

- f. Any Architectural Structure of Elements shall adhere to the Architectural Design Guidelines herein.

2. Plan Submittal to the Committee

The Lot Owner shall submit the above plan(s) to the Committee.

The Committee will review the plan(s) and will provide a written response no later than fourteen (14) days after the review. The written response will indicate approval of the plan approval with modifications, or denial. If the plan is denied, a written response will be given explaining the reasons for denial. Any re-submittal shall follow the submittal procedures and address the areas of concern.

Construction must not begin prior to receiving written approval from the Committee.

3. Review Fee of \$200; or \$100 if submitted with the Architectural Plans.

### B. Landscape Design Guidelines

1. Background

These Design Guidelines are intended to guide the design of the landscape within residential Lots in a manner that allows for individual creativity while assuring compatibility within the overall natural and open character of the community. Continuity may be achieved through the use of native vegetation and other domesticated vegetation that is designated as hardy in the local climate. The open appearance of the community must be maintained. Landscape designs should include transitions from more intensely built areas near the Residence into the natural areas away from the Residence, appropriate use of buffer areas and screening techniques, revegetation of disrupted area with similar native plant materials, and incorporation of a native plant palette to “fit” into the overall character of the community.

2. Landscape plans should be designed with three zones in mind:

Private Garden Zone: Landscape areas near the foundation of the home. Plantings in this zone can be non-natives, annuals, perennials, and have a greener appearance. This zone is for small private gardens.

Transition Zones: Generally includes the majority of the landscaping around the exterior of building(s). Plantings in this zone will tend to be natives and xeriscape type plant materials. The appearance should blend with the surrounding undisturbed forest or grassland character.

Restoration Zones: This zone provides for the transition back to the existing character of the surrounding forest or grassland environments. Plantings in this zone will be the species existing on the site prior to construction. This zone will only have temporary irrigation until establishment.

Note: All Zones shall consider and incorporate the guidelines for Defensible Space Fire Management outlined in the Forest Management Section.

3. Grading and Drainage Requirements

These standards for grading and drainage are general, minimum standards only and shall not constitute a representation, warranty or agreement by the Developer, the Committee or the

## **The Preserve at Pine Meadows**

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### Design Guidelines

Association that adherence to such minimum standards in designing or constructing a Residence or installing landscaping shall result in a Residence or landscaping which is free from any defects. Neither the Developer, the Committee nor the Association shall be liable for any damages resulting from the design or construction of landscaping which has been approved by the Committee pursuant to these guidelines or for any damages resulting from a Lot Owner's failure to meet or exceed the minimum Design Guidelines set forth in these guidelines when necessary for the proper design and completion of landscaping.

a. Grading

Grading shall be limited to the Building Envelope and the driveway alignment. All disturbed areas shall be re-seeded with a native seed. Disturbed slopes of more than 2:1 require a covering of erosion control fabric or netting.

All graded slopes should be "rolled" back into existing slopes, so that no sharp contrast exists between existing and disturbed slopes. No final grading shall extend beyond existing Lot lines, unless by special approval of the Committee and in agreement with adjacent property Owner(s).

The character of Pine Meadows is intended to reduce the overall amount of grading in order to retain as much of the existing topographic and landscape characteristics as is possible.

b. Drainage

Drainage for each Lot must occur within the Lot. The final drainage pattern shall take the water from the Lot out to the road borrow ditches, a natural drainage channel or along the back property line, where it eventually drains to the road borrow ditches or a natural drainage channel. If drainage occurs down the side of the Lot near the property line, grading must be undertaken so that the water does not run onto neighboring property. Coordination of landscape areas between Properties where there exists a higher degree of slopes must occur in order to mitigate fast runoffs, potential erosion and washing away of mulched areas.

c. Landscape Mounds

These grading forms should be smooth, gently rolling elements, which appear to blend naturally with the finished grade. Slopes and landscape mounds should not exceed a ratio of 4 horizontal to 1 vertical, with tops less severe than the side slopes. All landscape mounds should blend into site context including drainage ways, ridges and natural contours.

d. Fencing Trees and Shrubs

Temporary fencing for new tree and shrub plantings is allowed to protect from wildlife. Temporary fencing shall not be designed and constructed so as to block or restrict deer and elk movement through the subdivision and individual development areas.

4. Fences and Enclosures

Perimeter fencing is discouraged due to its visually dominant impact within the community. However, when fencing is proposed on a Lot, the Committee must approve its design and location. These are standards to follow when designing and locating fences proposed to the Committee.

To allow a more open, spacious feeling for the community and project Conservation Easement, perimeter lot line fences are prohibited. A perimeter fence is one that is constructed along the

## **The Preserve at Pine Meadows**

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### Design Guidelines

full perimeter of the Lot or Building Envelope. In order to further define the open character of Pine Meadows, individual Lots, and outdoor use areas, the following fencing standards have been developed.

a. Fencing (General)

When proposed, fencing shall be appropriately integrated with the Residence and Accessory Structures. A combination of landscape elements and fencing should be used in the overall enclosure plan. These landscape components may include native trees or shrubs, earth forms, retaining walls, etc. Compatibility and integration with the overall architecture of the dwelling and the character of the site will also be considered when reviewing the fencing plans for approval. For wildlife protection, no barbed-wire fencing shall be allowed.

Fence materials shall be consistent with those used on the primary Residence and should be of similar color and materials. Owners are strongly encouraged to use landscaping and berming to create privacy areas, rather than traditional fencing materials.

Galvanized chain link, barbwire, plywood, chain and bollard, picket, concrete block, brick, adobe, concrete or wood railway tie, or similar conventional fencing materials are not permitted.

b. Project Fencing

The Developer may elect to install fencing along the entry corridors and fencing necessary along the project perimeter. If the Developer makes such election it shall be responsible for such installation.

c. Open Rail Fencing

Only a two or three-rail open fence or a buck fence may be proposed to the Committee, other than the privacy fencing that is attached to the primary Structure. This fence may be located within the Building Envelope, but cannot be constructed to enclose the entire Building Envelope perimeter. Any open rail fencing shall be for aesthetic purposes only and shall not be used for containment or shall not significantly restrict wildlife movement through the Pine Meadows property. When fencing is located adjacent to Conservation Easements no wire mesh may be used for pet containment. All fences shall have a natural wood appearance and must be constructed and maintained by the Lot Owner.

d. Privacy/Solid Fencing

Owners will be permitted a privacy fence not less than 6 feet in height. Such a fence should be immediately adjacent to or connected to the Residence or deck and entirely within the permitted Building Envelope. Fenced areas shall be integrated with the overall landscape plan and architectural character of the dwelling.

e. Dog Runs

Dog runs shall be restricted to the side and/or rear of the Residence and shall not exceed 250 square feet in coverage (exclusive of the Solid Fencing and Privacy Screens). All enclosures must not exceed 6' in height and must be adequately screened from adjoining Residences and roads with landscape buffers, plantings, berms, etc. Owners are encouraged to place tops on dog runs to be constructed of durable material to ensure that dogs are confined. Wildlife has been known to access dog runs without tops.

# The Preserve at Pine Meadows

## Design Guidelines

Domestic Dogs: each residential lot will be permitted to have up to 4 pets/dogs and offspring up to three months old. Residents, lessees and/or Owners will be prohibited from harboring dogs on their property unless they have adequate outside facilities. (i.e. fenced yard, dog run, invisible electric fence or kennel) to contain the animals. If facilities are inadequate to contain the dog(s), the animal(s) shall be immediately removed from the subdivision until adequate containment facilities can be built. At no time are dogs to be allowed to run freely. No breeding operation of animals is permitted. No kenneling of more than 4 dogs.

Dogs outside their yard, kennel or dog run must be on a leash under the direct control of its Owner or a responsible party. It is the Owner's responsibility to ensure compliance.

Any dog harbored on-site must be licensed by the appropriate governmental entity (Jefferson County). And must wear the numbered identification tags provided.

Visitors to the subdivision shall be permitted 2 pets for a maximum of 30 days.

The County and CDOW (Colorado Division of Wildlife) may also control stray dogs. Persons not in compliance with these dog restrictions will be responsible for any and all costs incurred by the County and/or CDOW for enforcing these provisions.

### 5. Landscape Elements

Plans or documentation, which sufficiently communicate the size, materials, and appearance of landscape elements, must be submitted with the landscape plan and approved by the Committee prior to installation. This includes but is not limited to the following:

- Fences
- Walls
- Structures
- Garden Structures
- Large Rocks (Boulders)
- Hot Tubs, Saunas
- Play Equipment
- Lighting
- BBQ / Fire Pit
- Recreational Equipment / Courts

### 6. Maintenance:

All landscaping shall be maintained in a neat and attractive condition. Minimum maintenance requirements include mowing, edging, pruning, removal and replacement of dead or dying plant material, elimination of weeds and undesirable grasses and removal of trash.

### C. Landscape Installation

1. All initially required reseeding and landscaping must be installed within 180 days of occupancy or within 30 days of the next planting season.
2. Material staging and holding areas are restricted to the site being installed. Under special circumstances the Building Envelope area of a vacant Lot may be used, but only with prior written permission from the Lot Owner

## **The Preserve at Pine Meadows**

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### Design Guidelines

3. After installation, all materials must be cleaned up from the site and surrounding area.
4. Landscaping must conform to the plan and meet the requirements of these guidelines. All stipulations and changes made during the approval process must be followed.
5. The Committee reserves the right to inspect the site during and/or after installation to insure that it conforms to the required Design Guidelines and approved plan. In the event that the installed landscape does not meet the required Design Guidelines and does not follow the approved plan, the Committee reserves the right to require the contractor or Lot Owner to correct any problems at the contractor's or Lot Owner's expense. The contractor/Lot Owner shall immediately correct any installation, which is not in conformance with the approved plans.

## **VI. FOREST MANAGEMENT PLANS**

Pine Meadows is a Fire Wise Community and thus each Lot Owner has the ultimate responsibility for home fire loss potential. Begin fire-protection at each building on the property and work outwards until the project is complete. Select fire-resistive building materials. Homeowners must treat, clear, or reduce fuels and vegetation in order to slow the spread of wildfire towards the structure.

Site Plans submitted to the Design Review Committee for new Improvements to a Lot shall include a forest management plan for the Lot prepared by a forester approved by the County. Once approved, that plan will be a Lot Forest Management Plan that is deemed a part of the Community Forest Management Plan and a Rule applicable to such Lot. The Lot Forest Management Plan will continue to be effective after completion of the Improvements on the Approved Plan.

The following guidelines summarize the key components included in a Lot Forest Management Plan.

### DEFENSIBLE SPACE GUIDELINES

- A. Zone 1 – area of maximum treatment – equals 15 feet from the outside edge of a building's eaves and any attached structures (decks) to the crown (branches) of the nearest tree.

1. Plantings

Remove flammable vegetation and fuels from this area. Remove all trees. Plant nothing within 3-5 feet of buildings with combustible siding. Use non-combustible groundcover (i.e. decorative rock). Extend gravel under decks.

Plant low growing, fire-wise, shrubs near buildings with non-combustible siding. Do not plant beneath windows or vents. Space plants widely and away from continuous grass or ground cover. Frequently prune and maintain shrubs in low-growth habit. Remove dead branches, stems and leaves.

Keep vegetation a minimum of 10 feet away from chimney outlets.

For recommendations of defensible space plant materials, see "FireWise Plant Materials" and "Grass Seed Mixes to Reduce Wildfire Hazard", from the Natural Resources Series 6.305, Colorado State University, Cooperative Extension, by F.C. Dennis.

## **The Preserve at Pine Meadows**

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### Design Guidelines

#### 2. Building materials

Do not store firewood, or other combustible materials in areas under the deck or house, or anywhere within Zone 1.

Use heavy timber (as defined by local building codes), 1-hr. fire-resistive material, or noncombustible material to construct overhanging porches, decks, patios, balconies, and other parts of buildings.

Cover exterior vertical walls with (min.) ½” sheathing or equivalent material. Box-in eaves with a minimum of ½” sheathing or other noncombustible material.

Install an approved spark arrestor (min. 12-gauge welded wire or woven wire mesh, with max. ½” openings) in every fireplace and woodstove chimney and flue.

For recommendations of defensible building materials, see “FireWise Construction Design and Materials”, from the Colorado State Forest Service, by Peter Slack; or [www.firewise.org](http://www.firewise.org).

#### 3. Exceptions

Any tree maintained within Zone 1 should be treated as part of the structure, extending the defensible space accordingly. Remove branches to 10 feet above the ground, and within 10 feet of the roof or chimney. Remove ladder fuels.

B. Zone 2 – area of fuel reduction – distance increases with % slope. Zone 2 can extend to, but not past, the property line. Uphill and on the sides of the house, distance equals 70 feet more than the percent slope (i.e. 20% slope equals 90 feet).

Downhill from the house, distance is approximately 70 feet farther than twice the percent slope (i.e. 20% slope equals 110 feet).

#### 1. Plantings

Increase tree density gradually from Zone 1 (no trees) to Zone 3 (traditional forest).

Create 10-foot separations between fuels (including tree crowns and shrubs, or small groups (2-3) of trees) by selective thinning. Measure distance from closest branches between trees. 10 feet of clearance is also required between woodpiles or detached structures and vegetation.

Remove diseased, dead, or decaying plant materials. Limit dead trees (snags) to one or two per acre. Remove ladder fuels (including shrubs, young trees, and low branches) from under ten feet of remaining trees. Isolated shrubs (min. 10 feet from branches) may remain.

Keep height of grasses less than eight inches during growing season.

Stack firewood (max. 2 cords) and woodpiles at or above house elevation at floor level (min. 30 feet from structure). One or two separate piles are allowed. To dispose of woody debris - use local slash/mulch sites, chip, bury, or burn.

Locate propane tanks equal to house elevation at floor level (not uphill or downhill), and a minimum of 30 feet away from structures. Clear away flammable vegetation from within 10 feet of tanks. Do not screen tanks with vegetation.

## **The Preserve at Pine Meadows**

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### Design Guidelines

2. Exceptions are listed on page 2 of the Jefferson County – Wildfire Hazard Overlay District.
- C. Zone 3 – area of traditional forest management – from Zone 2 to edge of property.
- Maintain tree health and vigor. Thin and prune as per land-use objectives. Also, prune along trails and fire access roads. For additional recommendations (not related to fire management, see section \_\_\_\_).
- D. Maintenance Plan – Defensible space requires maintenance to be effective – use the following checklist:
1. Thin and prune trees and shrubs within Zones 1 and 2. Dispose of slash.
  2. Clear roof and gutters of debris.
  3. Remove branches overhanging roof and chimney.
  4. Maintain chimney screens in place and in good condition.
  5. Keep grass and weeds below 8 inches.
  6. Keep outdoor water supply available with hose and nozzle to reach all parts of house.
  7. Check fire extinguishers regularly.
  8. Maintain driveway width adequate for fire and emergency equipment.
  9. Post visible signs with name and house number.
  10. Keep easy-access tool storage area with rakes, hoes, axes, and shovels for fire use.
  11. Practice family fire drills and evacuation plan.
  12. Inform all family members of escape routes, meeting points, and other details.
  13. Maintain attic, roof, eaves, foundation vents, and their screens.
  14. Screen or enclose decks with metal screening.
  15. Collect and remove trash and debris from defensible space.
  16. Complete checklist for fire safety needs inside the home (available from fire dept.).
- E. Evaluation – following project completion – use approved system (CSFS homesite assessment system, WHIMS, or other) to determine deficiencies – correct deficient items. Homeowner must read fact sheets and view video regarding wildfire hazard mitigation.

FireWise homes receive a certificate (signed by local CSFS District Forester and Chief of the local Fire Protection District) and a FireWise Sign.

## **VII EQUESTRIAN CENTER GUIDELINES**

### A. Site Planning

The Equestrian Center improvements are subject to all processes, guidelines, and restrictions where applicable, as specified in these Design Guidelines.

Review Fees will apply for each submittal if improvements occur in phases.

Buildings, storage units, feed bins, manure storage, and other activities involving noises and odors shall be a minimum of 200' from any Residence.

Manure shall not be stored or be allowed to leach or drain into drainage ways, or be permitted to drain onto adjacent lots or Conservation Easements. Water quality ponds may be used to trap runoff.

Hay shall be stored out of view from other lots and from the access road.

### B. Architecture

Architecture and materials must comply with the Architectural Guidelines contained herein. Acceptable architectural styles include those commonly associated with Colorado Western Styles.

General building lighting shall be permitted on the site, but not flood lighting.

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### Design Guidelines

C. Parking

One parking space for every two (2) horse stalls.  
Horse trailers are not to be stored in the Equestrian Center Area for more than 4 days, (96 hours).

D. Capacity

64 horses maximum

E. Fencing

Fences for corrals and pasture shall be standard horse fence design, wood or plastic, approved by the Committee. Fences shall be a minimum of 4.5 feet high.

F. Landscaping

Landscaping shall be provided to screen parking areas, provide shade in stable areas and for horses in pasture.

Landscaping must comply with Wildfire Hazard Guidelines contained herein.

G. Management

Equestrian Center stables, outbuildings, storage areas, fences, corral and pasture areas shall be maintained on a regular basis to keep the facilities clean and in good repair. The Equestrian Center Association shall submit a maintenance schedule and plan to the Preserve at Pine Meadows Board for approval annually. The schedule and plan shall specify maintenance objectives, proposed projects, and schedule for completion.

Horses shall be restricted to the designated Equestrian Center areas and trails.

### **VIII. WILDLIFE CONSIDERATIONS**

Due to **PINE MEADOWS** being a wildlife-oriented community, the following wildlife considerations should be carefully followed at all times.

- A. Protect your pets ! Do not let your pets roam, especially at night. Pets should not be fed outside, except in kennels. Do not leave pet food outside. Owners are limited to four domestic pets and their offspring under six months.
- B. Feeding of wildlife is prohibited by State law, except for feeding of songbirds.
- C. All garbage should be stored in secure containers designed to minimize attraction of bears and other wildlife. Keep the cans in the garage or storage shed, and put trash out only when it is scheduled to be picked up.
- D. Close holes around and under the foundation of your home so that animals will not be tempted to homestead. Bury wire mesh 1 to feet deep in places where animals might gain access.
- E. Screen fireplace chimneys and furnace, attic and dryer vents. Keep dampers closed to avoid “drop-in” guests. Chimney tops should be screened from February to September to prevent birds from nesting inside.
- F. Seal all cracks larger than one inch wide to keep out rats, mice, bats and snakes.
- G. Except for collection days, trash or garbage shall not be stored outside of any Residence or anywhere within the property, unless stored in bear-proof trash containers.

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### Design Guidelines

- H. Residents will be prohibited from using compost piles unless such piles are contained in an approved bear proof receptacle.
- I. With the exception of bird feeders, the feeding, baiting, salting, or other means of attracting wildlife to individual yards is prohibited.
- J. Mountain Lions do seasonally inhabit the area of Pine Meadows. In areas of Colorado, where subdivisions encroached upon mountain lion habitat containing concentrations of prey species, encounters between lions, humans and their pets and livestock have increased. All residents and prospective residents should review their copy of the brochure entitled "Living with Wildlife in Mountain Lion Country" available from the Colorado Division of Wildlife.

The Colorado Division of Wildlife has numerous brochures and literature available for distribution to prospective land purchasers. This information may be available from the Developer at closing.

### **IX. CONSTRUCTION PERIOD REGULATIONS**

In the interest of all Lot Owners and contractors, the following regulations shall be enforced during the construction period. These regulations shall be binding on all Builders and Lot Owners and may be enforced by the Association or Committee. Without limiting the foregoing, fines for violations of these regulations will be levied by the Association. (Fees will be determined by the Association and will be on record at the Association office).

All Builders and Owners shall be bound by the Jefferson County Building Codes, the International Building Code, and any other applicable Governing Authority. Any violation of these regulations by a Builder shall be deemed to be a violation by the Owner of the Lot.

#### **A. Construction Access**

The only approved construction access during the time a Residence or other improvement is under construction will be over the approved driveway for the Lot unless the Committee approves an alternative access point. In no event shall more than one construction access route be permitted onto any Lot.

The location of Pine Meadows main construction entrance will be determined from time to time by the Committee and each Builder shall be responsible for assuring that only that entrance is used by its employees, suppliers, subcontractors and agents.

#### **B. Construction Signage**

Unless required by local governing authorities, no construction signs may be posted anywhere on the Properties, except that Declarant and any Builder authorized by Declarant may post one construction sign on a Lot. Such shall be designed by and approved by the Declarant and erected on a location approved by the Declarant.

#### **C. Construction Trailers, Sheds, or Temporary Structures**

Any construction shelters or trailers shall be approved in advance by the Committee as to their size, configuration, and location. Construction staging areas shown on the site plan must be identified and approved by the Committee.

Each Builder shall be responsible for providing adequate sanitary facilities for Builder's construction workers. Portable toilets shall be located only within the Building Envelope or in an area approved the Committee.

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### Design Guidelines

#### D. Excavation

Excess Excavation material shall be removed from the property and shall not be placed in common areas, roads, or other Lots (except as approved on a site specific basis by the Committee). Excavation, except for utility trenching, shall be on the Lot Owner's site only. Excess debris or material shall not be spread over the remainder of the Lot unless it is utilized as part of the landscape plan.

#### Protection of Existing Vegetation

Builders are responsible for protecting existing vegetation to remain.

#### E. Dust, Mud and Noise

Each Builder shall be responsible for controlling dust, mud and noise, including, without limitation, music from the construction site.

Excessive mud and dirt from the construction site on the paved streets of Pine Meadows whether caused by the Builder or any of its subcontractors or suppliers shall be promptly removed and cleaned by the Builder. Failure to comply with this section will result in a fine being levied by the Committee and/or the violation being remedied by the Committee at the Builder's expense.

#### F. Debris and Trash Removal

An enclosed trash container of a minimum height of 4 feet 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. No debris shall be located outside of this contained area. Trash, debris, slash or excess building materials shall not be burned, buried, or dumped within Pine Meadows.

No trash may be placed on adjacent or nearby Lots. Violations and abuses that are specifically discovered may be removed and costs charged to violating Lot Owner / Builder.

Concrete trucks must clean-out trucks in designated concrete cleaning areas.

Builders shall clean up all trash and debris on the construction site at the end of each day. Trash and debris shall be removed from each construction site frequently and not be permitted to accumulate. Lightweight materials, packaging, and other items shall be covered or weighted down to prevent their being blown off the construction site. Builders are required to retrieve promptly all trash and debris blown onto neighboring Properties.

#### G. Dogs

We are very concerned about "construction dogs". Contractors and subcontractors shall be required to adhere to the same restrictions regarding domestic animals as is required by Owners and visitors. This is especially critical during winter months when these dogs may stray onto Conservation Easement and chase wintering wildlife.

#### H. Vehicles and Parking

All vehicles will be driven and parked so as not to inhibit traffic or damage surrounding natural landscape. Vehicles shall not be left on community roads overnight. All vehicles shall use the driveway throughout construction.

Construction crews shall not park on, or otherwise use, other Lots or any Conservation Easement. Private and construction vehicles and machinery shall be parked only within the Building Envelope or in areas designated by the Committee.

## **The Preserve at Pine Meadows**

### Design Guidelines

Each Builder shall be responsible for assuring that the subcontractors and suppliers obey the speed limits posted within the development. Fines will be imposed against the Builder for repeated violations. Repeat offenders will be denied future access to Pine Meadows.

#### I. Storage of Materials and Equipment

Lot Owners and contractors are permitted to store construction materials and equipment on the construction site during the construction period. Construction materials shall be neatly stacked, properly covered and secured. Storage of materials or construction equipment outside the approved construction site will be done only with approval of the Committee. Any storage of material and equipment shall be the responsibility of the Lot Owner or contractor. Lot Owners and contractors will not disturb, damage or trespass on other Lots or the Conservation Easement. Should any damage occur, it will be restored and repaired at the offender's expense.

To use adjoining property, the applicant shall obtain written permission from adjoining property Owners for "Right of Entry" during the course of construction or to stockpile materials. The Committee must be notified of all "adjoining property use and conditions."

#### J. Miscellaneous and General Practices

All Owners will be absolutely responsible for the conduct and behavior of their agents, representatives, Builders, contractors and subcontractors while in Pine Meadows. The following practices are prohibited:

1. Changing oil on any vehicle or equipment on the Lot itself or at any other location within Pine Meadows other than at a location, if any, designated for that purpose by the Committee.
2. Allowing concrete suppliers, plasterers, painters, or any other subcontractors to clean their equipment anywhere but the location specifically designated for that purpose within the Building Envelope. Such cleaning outside the Building Envelope is strictly prohibited. Violation of this provision will result in a \$500 fine per occurrence or the repayment of expense of repairing the damage whichever is greater.
3. Removing any rocks, plant material, topsoil, or similar items from any property of others within Pine Meadows, including other construction sites.
4. Carrying any type of firearms within Pine Meadows.
5. Using disposal methods or equipment other than those approved by the Committee.
6. Careless disposition of cigarettes and other flammable material. At least one 10-pound ABC-rated dry chemical fire extinguishers shall be present and available in a conspicuous place on the construction site at all times (EXTREME – THEY WILL DISAPPEAR).
7. Smoking by construction workers outside the area designated for smoking. Such areas will be contained within the Building Envelope, and the Builder shall provide ash cans.
8. Destruction or removal of protected plant materials or plants not previously approved by the Committee.
9. Use of, or transit over, any Conservation Easement area.
10. Radios and other audio equipment, which can be heard outside the construction site.
11. The use of horns by any catering trucks. Trash generated by the purchase of items shall be contained and disposed of properly. Repeated problems with these requirements will result in the catering trucks being denied admittance to Pine Meadows.

#### K. Driveway Base Course

The driveway location shall be staked prior to the foundation Excavation and a minimum of 4 inches of base course or per soils engineer recommendation, shall be installed prior to frame completion and coverage shall be maintained throughout construction.

## **The Preserve at Pine Meadows**

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### Design Guidelines

#### L. Hours of Construction

Daily working hours for each construction site shall be as follows:

Monday – Friday	7 AM to 6 PM
Saturday	8 AM to 6 PM
Sunday and Designated Holidays	8 AM to 6 PM

Construction hours are subject to change and will be determined by the Committee from time to time.

#### M. Blasting

Applicable governmental regulations concerning blasting must be observed.

#### N. Restoration and Repair

Damage to any property other than the Lot Owner's shall be promptly repaired at the expense of the person or entity causing the damage.

#### O. Restoration or Repair of Other Property Damages

Damage and scarring of any property outside the Building Envelope, Conservation Easement or any other Lot, including but not limited to roads, driveways, utilities, vegetation and/or other improvements, resulting from construction operations, will not be permitted. If any such damage occurs, it must be repaired and/or restored promptly and any expense shall be borne by the Builder. In the event the Builder fails to restore or repair the damaged area, the Lot Owner who has retained the Builder shall be responsible and a lien may be recorded against the Lot until paid.

### **X. DEFINITIONS**

Unless the context otherwise specifies or requires, the following words or phrases when used in the Design Guidelines shall have the following specific meanings specified therein.

#### A. Builder

“Builder” means a person or entity engaged by an Owner for the purpose of constructing any Work within Pine Meadows. The Builder and Owner may be the same person or entity.

#### B. Building Centroid

“Building Centroid” means the location where the Residence must be located. The Building Centroid is defined by a 100’ diameter circle within which sixty percent (60%) of the Residence footprint should be located.

#### C. Building Envelope

“Building Envelope” means that portion of a Lot that encompasses the maximum allowable improvement area of the Lot as specified by the Map.

#### E. Conservation Easement

“Conservation Easement” means all land, improvements, and other Properties now or hereafter designated as such on the Map, or the Declaration.

## **The Preserve at Pine Meadows**

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### Design Guidelines

F. Construction Area

“Construction Area” means the area of disturbance created by the construction activities. The Construction Area should be defined during the site plan review.

G. Consultant

“Consultant” means any professional such as, a licensed architect, Builder, or civil engineer that serves in a capacity of advising the Committee on the technical aspects of each submittal.

H. Declarant

“Declarant” means Pine Gulch Development, LLC, a Colorado limited liability company, and its successors or assigns and shall mean the same as the designation "Developer" and those of its successors and assigns to which Pine Gulch Development, LLC has delegated one or more rights as Declarant. A person or entity shall be deemed a "successor and assign" of Declarant only if specifically so designated in a duly recorded written instrument as a successor and assign of Declarant under this Declaration and shall be deemed a successor and assign of Declarant only as to the particular rights or interest of Declarant under this Declaration which are specifically designated in the recorded written instrument.

I. Declaration

“Declaration” means the Declaration of Covenants, conditions, Restrictions and Easements for The Preserve at Pine Meadows, as Recorded, and as amended from time to time, together with the Plat, as amended from time to time.

J. Design Guidelines

“Design Guidelines” means the restrictions, review procedures, guidelines and construction regulations adopted and enforced by the Declaration and as set forth herein and as amended from time to time

K. Excavation

“Excavation” means any disturbance of the surface of the land (except to the extent necessary for planting of approved vegetation), including any trenching which results in the removal of earth, rock, or other substance from a depth of more than 12 inches below the natural surface of the land or any grading of the surface.

L. Fill

“Fill,” means any addition of earth, rock, or other materials to the surface of the land, which increases the natural elevation of such surface.

M. Governing Authority

Jefferson County, Colorado and or other applicable authorities.

N. Map

“Map” refers to the official Rural Cluster Map as recorded with Jefferson County as shown hereto in Exhibit “A”. A copy of the Map is on file with the Committee.

O. Native Plants

“Native Plants” means all the indigenous species of plants, native to the local Rocky Mountain Region whether ground cover, shrub, or tree.

## **The Preserve at Pine Meadows**

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### Design Guidelines

P. Non – Build Area

“Non-Build Area” means that portion of the natural forest lying within a Lot but outside of the Building Envelope that must remain undisturbed.

Q. Owner

“Owner” means the Owner of a Lot or existing Residence. For the purposes herein, the Owner may act through such Owner’s agent, provided that such agent is authorized in writing to act in such capacity.

R. Properties

All of the real Properties described in Exhibit “A” together with additional property as is subject to the Declaration.

S. Residence

“Residence” means the building or buildings, including any garage, used for residential purposes constructed on a Lot, and any improvements constructed in connection therewith. Unless otherwise defined, “Residence” shall mean single-family Residence.

T. Committee

“Committee” means the Declarant or the Design Review Committee established pursuant to the Declaration.

U. Structure

“Structure” means anything constructed or erected on a Lot, the use of which requires location on the ground or attachments to something having location on the ground.

V. Lot

“Lot” means a portion of the Community designated for separate fee ownership, the boundaries of which are described on the Plat. Each Lot is designated by number on the Plat. A Lot shall have the same meaning as the term "Lot".

W. Visible from Neighboring Property

“Visible from Neighboring Property” means that an object or activity is in a line of sight originating vertically 6 feet from the ground, and horizontally from inside another Lot, or Conservation Easement area.

X. Work

“Work” means any placement or installation of a Structure or any improvements, including staking, clearing, Excavation, grading or other site Work, exterior alteration or removal of landscaping materials.

**The Preserve at Pine Meadows**

Design Guidelines

**XI. EXHIBITS**



*The Preserve  
at Pine Meadows*

**The Preserve at Pine Meadows**

Design Guidelines

**APPLICATION FOR PRELIMINARY SUBMITTAL**

Date \_\_\_\_\_ Lot # \_\_\_\_\_

Owner \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Signature \_\_\_\_\_

Design Professional \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Builder \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

This application will be considered complete only if all the documents and submittals, as set forth in the Design Guidelines are included. Three sets of all documents are required.

**FOR COMMITTEE USE ONLY:**

Submittal Date \_\_\_\_\_

Meeting Date \_\_\_\_\_

Notice Date \_\_\_\_\_

**NOTICE TO OWNER:**

Following your Preliminary Submittal, the Committee:

- Approves your Preliminary Plan
- Approves your Preliminary Plan, with the following conditions:

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

- Disapproves your Preliminary Plan, for the following reasons and requires a revised submittal:

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

Signed \_\_\_\_\_

Review Fee \_\_\_\_\_

Date received \_\_\_\_\_

**Note:** Approval and compliance with conditions is a pre-condition to filing an application for Phase III, Final Submittal.

**The Preserve at Pine Meadows**

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Design Guidelines

**The Preserve at Pine Meadows**

Design Guidelines

**APPLICATION FOR FINAL SUBMITTAL**

Date \_\_\_\_\_ Lot # \_\_\_\_\_

Owner \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Signature \_\_\_\_\_

Design Professional \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Builder \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

This application will be considered complete only if all the documents and submittals, as set forth in the Design Guidelines are included. Three sets of all documents are required.

**FOR COMMITTEE USE ONLY:**

Submittal Date \_\_\_\_\_

Meeting Date \_\_\_\_\_

Site Inspection \_\_\_\_\_

Notice Date \_\_\_\_\_

**NOTICE TO OWNER:**

Following your Final Submittal, the Committee:

Approves your Final Plan

Approves your Final Plan, with the following conditions:

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

Disapproves your Final Plan, for the following reasons and requires a revised submittal:

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

Signed \_\_\_\_\_

Review Fee \_\_\_\_\_

Date received \_\_\_\_\_

**Note:** Building Permits must be obtained from the local Governing Authority and copies filed with the Committee prior to commencement of construction. A Project Completion Review must be requested at least ten days prior to the Final Inspection.

**The Preserve at Pine Meadows**

Design Guidelines

**APPLICATION FOR PROJECT COMPLETION REVIEW**

Date \_\_\_\_\_

Lot # \_\_\_\_\_

Requested by \_\_\_\_\_

Phone \_\_\_\_\_

Owner \_\_\_\_\_

Phone \_\_\_\_\_

Design Professional \_\_\_\_\_

Phone \_\_\_\_\_

Builder \_\_\_\_\_

Phone \_\_\_\_\_

Date of Final Inspection \_\_\_\_\_

Signature \_\_\_\_\_

**NOTICE TO OWNER:**

Following your request for Project Completion Review, the Committee finds that your final building and site construction:

- Conforms
- Does not conform to the plans and specifications approved in your final submittal. The following corrections / additions are required:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_

Approval and compliance from the local Governing Authority is required before occupancy and the Final Inspection Certificate is issued.