

CHEYENNE RIDGE

HOMEOWNERS ASSOCIATION, INC.

DESIGN GUIDELINES

ARCHITECTURAL REVIEW COMMITTEE

The Architectural Review Committee (ARC) shall be a committee made up of members of the Association's Executive Board and/or Cheyenne Ridge homeowners. The committee shall be established per the By-Laws of the Cheyenne Ridge Homeowners Association, Inc.

DESIGN REVIEW PROCEDURES

- A. Establishment of the Architectural Review Committee. If members other than Board members serve as the Architectural Review Committee, appointments shall be as determined by the Board. The Board may remove any appointee at any time for any reason upon written notice.
1. Required Approvals and Design Criteria. The Architectural Review Committee shall consider and act upon any and all plans and specifications submitted for its approval under the Declaration and perform such other duties as from time to time shall be assigned to it by the Board, including the inspection of construction in progress to assure its conformance with plans approved by the Architectural Review Committee.
 2. No construction, alteration, addition, modification of any improvement on any Lot shall be commenced or maintained, nor shall any alteration or change to the improvements on any Lot be commenced or maintained until an Architectural Improvement Request Form is submitted to the Architectural Review Committee, along with plans and specifications of the improvement, showing exterior design, height, materials, color, and location of the Improvements, and type of landscaping, fencing, walls, windbreaks, grading and such other materials and information as may be required by the committee and approved in writing by the Architectural Review Committee.

The Architectural Review Committee may require such further detail in plans and specifications submitted for its review as it deems proper.

The Architectural Review Committee shall exercise its reasonable judgment to the end that all plans and specifications submitted for its approval shall comply with the requirements set forth herein and the Association's governing documents. Review shall be based upon, but not limited to:

Adequacy of site dimensions, conformity and harmony of exterior appearance of structures and improvements with neighboring structures; View from nearby streets; Conformity with the plan, specification and purposes generally established within the Community.

3. Expense of Review. The Architectural Review Committee may obtain the services of an architect, engineer, attorney or other professional in its review and require that the applicant(s) reimburse the Architectural Review Committee for actual expense incurred by it in its review and approval process. The Architectural Review Committee may require a fee payable to the Association to accompany each application for approval.
4. Review for Completion. The Architectural Review Committee will review the submitted package and complete a Receipt of Application Checklist.
 - If complete, the Architectural Review Committee shall send notification of receipt to homeowner.
 - If incomplete, the Architectural Review Committee shall contact the Owner and request the missing item(s).
 - The 45-day clock begins once the complete package is received by the Architectural Review Committee.
5. Review of Application. The Architectural Review Committee will review the request and complete the Review of Application Checklist. The decision will be based entirely on the compliance with all criteria on the Review of Application Checklist. If the requested improvement complies with all criteria of the Checklist, such application will be approved.
6. Voting. The vote of a majority of the members of the Architectural Review Committee shall constitute action on any matter before it. The Architectural Review Committee from time to time may designate a single member to act on its behalf on such issues it defines as routine and not requiring a vote. Should an Owner request a reconsideration of an action taken by a single appointed member, then an affirmative vote of a majority of the members of the Architectural Review Committee is required to sustain such action.
7. Decision. Decisions of the Architectural Review Committee and the reasons therefore shall be transmitted using the Decision Form and mailed by management company to the applicant at the address set forth in the Improvement Request Form within 45 days after receipt of the complete application by the Architectural Review Committee.
8. Noncompliance. The Architectural Review Committee may issue and record a Notice of Noncompliance if the Owner fails to obtain written consent or fails to comply with the terms of the written approval. In the event a Notice of Noncompliance is issued, the Lot shall be restored to its condition prior to the

noncompliance within 30 days of issuance of the Notice of Noncompliance. The cost to restore the Lot to its condition prior to the noncompliance shall be the responsibility of the Owner who made the improvement. The Owner who made the improvement shall also be liable for any damages or injuries resulting from such improvement.

9. Communications. All communications and submittals shall be addressed to the Architectural Review Committee at Homestead Management 1401 W 122nd Avenue, Suite 101, Westminster, CO 80234.
 10. Right to Appeal. An Owner may appeal any decision of the Architectural Review Committee to the Board of Directors. The Board of Directors shall review the decision of the Architectural Review Committee pursuant to the criteria set forth in the Declaration and this Architectural Policy. Any decision of the Architectural Review Committee may be overruled and reversed by a majority of the Directors by a written decision setting forth the reasons for the reversal when the Directors conclude that the Architectural Review Committee Architectural Review Committee's decision was inconsistent with the criteria set forth in the Declaration and this Architectural Policy.
 11. Variances. The Architectural Review Committee may grant reasonable variances or adjustments from any conditions and restrictions imposed by the Declaration and this Architectural Policy in order to overcome practical difficulties and unnecessary hardships arising by reason of the application of any such conditions and restrictions. Such variances or adjustments shall be granted only when the granting thereof shall not be materially detrimental or injurious to the other Lots nor deviate substantially from the general intent and purpose of the Declaration and this Architectural Policy. If the request for a variance is disapproved by the Architectural Review Committee, the applicant shall have the right of appeal to the Board.
- B. The following types of changes, additions, or alterations do not require the approval of the ARC:
1. Modifications to the interior of a structure when those modifications do not materially affect the outside appearance of the structure.
 2. Repainting and/or re-staining in the original colors.
 3. Repairs to a structure in accordance with previously approved plans and specifications.
 4. Seasonal decorations if removed within 15 days following the holiday.

Only those items listed above are exempt from the residential design review process. All other types of residential construction, development, or site modifications must comply with the Procedures and Guidelines contained herein.

DESIGN GUIDELINES

The ARC places an emphasis on the design of Cheyenne Ridge as a total, integrated community. These guidelines, while stressing overall integration, are also intended to provide flexibility for homeowner in design, materials, etc.

All additions, i.e. landscaping, patios, decks, gazebos, and other structures shall be reviewed by the ARC. The ARC shall review the plans and information for compatibility with the architecture and materials of the primary residence.

Application shall be made to the ARC before any homeowner changes the exterior color of the home.

In addition to the guidelines and limitations set forth in the Official Development Plans on file with the City of Westminster, the following guidelines apply to specific areas:

1. **EXTERIOR STORAGE AREAS:** house trailers, tents, shacks, accessory sheds, tool buildings, garages, outbuildings, gazebos over 120 square feet, and structures of a temporary nature are prohibited by the Declaration of Covenants, Conditions and Restrictions of Cheyenne Ridge HOA, Inc. Platforms, decks, and gazebos under 120 square feet may be built up to the property line, but may not be built over any basement or story below, and may not be built more than 30” above grade.
 - a. All Temporary, Fabric Covered, open sided Structures, not exceeding 120 Square Feet and other temporary structures shall be submitted by the homeowner for approval by the ARC. Approved Temporary Fabric Structures must be maintained, and must be totally dissembled by October 1st and remain removed from the exterior of the home through April 30th. Plastic and/or Tarp “Easy Up” type of temporary covered Structures are not allowed.
 - b. Small prefabricated storage bins (wood or exterior rated plastic) not exceeding three (3’) foot high, by five (5’) foot long, by thirty (30”) inches wide are acceptable by the ARC, so long as the location of the prefabricated storage bins shall not be visible from the front or street side of the home.
2. **PATIOS & DECKS:** No patio, deck or gazebo shall be constructed, installed, erected, or maintained on any property unless approved by the Architectural Review Committee (ARC). Gazebos shall be designed and installed as an integral part of the landscape plan and be designed as an open-sided structure. (Prefabricated lattice is not permitted for roofs, but is acceptable for side screening. If painted or stained, color must have prior approval of the ARC. Color should be similar to, or generally acceptable as

complimentary to the residence.) The gazebo shall not exceed one hundred twenty (120') square feet. Height may not exceed twelve (12') feet).

3. **NO MECHANICAL OR RESIDENTIAL: "SYSTEM EQUIPMENT:"** No mechanical or residential system equipment, including, but not limited to, refrigerating equipment, cooling or heating apparatus, vents, security equipment communications equipment, utility meters, or be installed without ARC approval. Antennas, satellite dishes or reception devices over 18" Diameter must be submitted via request Form and be subject to the approval of the ARC. All satellite dishes in excess of 18", if approved, must be appropriately screened from the street view. No wind generators of any kind shall be allowed.
4. **PASSIVE AND ACTIVE SOLAR ENERGY SYSTEMS:** must be concealed or integrated into the architecture on the residence area. Solar collection panels should blend into overall architectural massing and roof form designs. When solar panels for hot water heating are placed on the roof, they should be racked at the same pitch as the roof, even though the slope of the roof may not be "optimal". For solar collection, the small increase in panel size that may be required to increase the efficiency of the collector array is preferable to the visual conflicts of different angles and slopes on the roof. Solar panels shall not protrude more than one foot (12") above the roof surface or above ridge line of roof.
5. **EXTERIOR LIGHTING:** should be subdued, properly shielded, and not be a nuisance to adjacent lots.
6. **ALL FENCING:** All interior fencing installed by homeowners must be white PVC Open Rail style and be 48" high. Wire "field" fencing will be allowed on the inside of the fencing for pet control (fencing that will abut existing 42" high fencing must gradually reduce from 48" to 42"). Dog runs (including chain link) may be allowed, subject to ARC approval. Any such dog runs must be enclosed within the homeowner's fenced property and hidden from view of neighbors to the greatest extent possible.
7. **OUTDOOR RECREATION EQUIPMENT:** All outdoor playground equipment must be approved by the ARC and placed in the rear yard and hidden from street view.
8. **LANDSCAPING:** Modifications to existing landscaping must be submitted to the ARC for approval prior to installation of landscaping. Additional information regarding Landscaping may be found in the Declaration of Covenants, Conditions and Restrictions. Adding and/or replacement of individual shrubs, trees and/or bushes do not require prior approval of the ARC. When in doubt contact the ARC for further information.
9. **MAINTENANCE OF GRADE AND DRAINAGE:** Each homeowner shall maintain grading and "establish drainage" upon his property (defined as the drainage which exists at the time final grading of the property was completed). In the event that it is necessary or desirable to change the established drainage of the homeowner's property, the homeowner shall submit a plan to the ARC for its review and approval.

10. LANDSCAPE ORNAMENTATION/PONDS:

- a. Ornamentation, such as, but not limited to, animal skulls, architectural columns/pedestals, wagon wheels, or sculptures, such as flamingos, deer or cherubs, are prohibited in the “front” yard. Exceptions to these guidelines will be considered upon request.
- b. ARC approval shall be required for all ponds or waterfall devices, and/or decorative rock gardens. Emptying or dumping of water in the yard, onto adjacent lots or property or in the drainage easements is strictly prohibited. All water drainage is required to be through a pipe or hose out to the street.

11. **LANDSCAPE SHALL BE MAINTAINED:** in a neat and attractive condition. Minimum maintenance requirements include watering, moving, edging, pruning, removal and replacement of dead or dying plants, removal and/or killing of weeds and undesirable grasses, and removal of trash. Trash Bins or debris should not be placed in front of the home prior to noon on the day before the normal trash pick up date.

12. **ROOFING MATERIALS:** shall be asphalt/fiberglass, tile, synthetic tile, or similar products. Homeowners shall be required to use the same material or materials substantially similar to the roofing for any new construction or when replacing the existing roof. Any variation from the original roofing must be specifically approved by the ARC and the City of Westminster Planning Department. These roofing requirements also apply with the additions of any covered Patios and/or porch additions that are an integral addition to the existing house structure.

13. **ALL DRIVEWAYS:** are to be of a concrete construction.