

**ARCHITECTURAL CONTROL COMMITTEE (ACC) GUIDELINES**  
for  
**BACKBONE MEADOWS SUBDIVISION**  
(April 2005)

**I. GENERAL**

These Architectural Guidelines are in addition to the Requirements of the Covenants. The intent of these guidelines is to establish and maintain a high quality and attractive residential community, without being overly restrictive so as to allow for flexibility and appropriate utilization of the lots. Therefore, good design and construction materials of the home, outbuildings, and appurtenant items are important, as well as the grading and landscaping of the site. Regular maintenance of all building structures, appurtenances, and landscaping is required to retain property values.

The Architectural Control Committee (ACC) reserves the right to deny approval based on the design, even though minimum square footage and other requirements may be met. The ACC may grant variances, if in writing, from these guidelines and these guidelines can be changed from time to time as may be determined appropriate. Unless otherwise specifically stated, drawings or plans for proposed improvement must be submitted to the ACC and written approval obtained before construction of the improvement can begin. The ACC may require an Architectural Review Fee.

Two sets of any Submittal Documents for the ACC should be delivered to 3521 West Eisenhower Boulevard, Loveland, Colorado 80537; Attention Dale D. Olhausen; phone (970) 667-6286 ext. 206 (office) or (970) 667-1217 (home). Every Submittal should include the following: Name, address and telephone number of Applicant and Builder.

**II. BUILDING PLANS**

**Architects** - All schematic drawings and construction drawings shall be prepared by a Colorado Licensed Architect. This requirement may be waived by the ACC, based on the background and experience of the applicant or his agent, and if the submittal is complete and adequate.

**Schematic Drawings Submittal** - The submittal of schematic drawings is optional. A submittal may save the applicant time and unnecessary revisions of working drawings.

**Construction Drawings Submittal** - All construction drawings MUST be approved by ACC before submitting to the County or Larimer for a building permit, prior to any construction. Additions or expansions to home will require submission of detailed plans and specifications, and ACC approval. Two sets of construction drawings are required to be submitted to the ACC. Scale for the drawings should be minimum 1/8" = 1'. Drawings shall be minimum 18" x 24" and maximum 24" x 36". Each set should consist of the following:

1. Roof plan, showing pitch, valleys, hips, materials, and overhangs.

(a) **ROOFS** - The roof shall be a minimum of 4/12 pitch unless approved otherwise. Roof vents of plumbing and flashing shall be painted to match the permanent roof color. Roof materials shall be high-profile designer series asphalt, slate, concrete, or

clay tile. Colors are to be approved by the ACC. All roof vents, plumbing vents, HVAC vents to be located at the rear of the roof peak as viewed from the street, if possible. Roof overhangs shall be a minimum of 12".

2. Floor plan of all levels, showing main structures, accessory structures, including balconies, decks, and square footage of each floor within the main building, square footage of each accessory, and total square footage.
  - (a) DECKS - must be wood, wood composite, or other material similar to the material of the residence and must be treated or painted a similar or in what is generally accepted as a complementary color to the residence. Must be installed as an integral part of the residence and patio area.
3. All exterior elevations, showing materials, window placements, dimensions, final and original grade line, and finished floor elevations clearly indicated. Total garage elevation in relation to the front elevation should not be more than 50%. Side loaded garages are encouraged. No more than 12-inches of exposed concrete of the foundations should be visible on any elevation.
  - (a) SIDING - ACC approval is required for all exterior finish materials. Exterior siding may be of wood, brick, stone, synthetic stucco, architectural concrete or synthetic stone. Hardboard and compressed material siding products may be allowed. Masonry veneers shall be consistent on all elevations with the street visibility. Stone and brick shall not be used on the exterior of the same building. Metal, aluminum or vinyl soffit or fascia will be allowed. Horizontal grooved (Sturbridge), grooved and T-111 panelized siding is not allowed.
  - (b) MASONRY - A minimum of 75% of the street facing elevation of all lower floors excluding doors, windows, and roof areas shall be masonry, brick, stucco, and stone.
4. Sections, including finished grade, finished floor and maximum roof height.
5. Finishes shall identify product brand and color on a 1 foot by 1 foot sample board with identifying brand names, color names and numbers. The sample board must be presented for review by the ACC with the submittal of construction drawings prior to the start of construction.
  - (a) COLORS AND PAINTING - Subtle, traditional, earthtone colors to blend with the natural environment are required. All color and color combinations must be approved by the ACC prior to their application. Repainting when existing color is changed shall require approval by the ACC. All projections including, but not limited to, chimney flues, vents, gutters, downspouts, utility boxes, porches, railing, and exterior stairways, shall closely match the permanent color. Duplicate color schemes shall not be allowed on adjacent lots or lots across the street from each other, without written approval by the ACC.

- (b) ACCESSORY BUILDINGS AND OUTBUILDINGS - must be constructed of identical materials and architecture style as the house, unless otherwise approved in writing by the ACC. Temporary structures, tents, etc. are not allowed, unless approved by the ACC in writing.

### III. SITE AND GRADING PLANS

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

1. Legal description, north arrow, name, address and telephone number of Owners and Builders.
2. Property lines.
3. Building envelope dimensions with the location of the envelope established in relation to property lines.
4. Drives, parking areas and walkways.
5. Square footage of the building footprint, without any accessory structures and with accessory structures.
6. Topography of site at 2' maximum intervals showing existing contours and drainage course, and proposed changes to contours and drainage courses as well as any cut/fill areas.
  - (a) DRAINAGE - ACC approval is required for any change affecting drainage. Drainage plans for all houses and lots must be submitted and approved prior to any construction. There can be no interference with the established drainage pattern over any property except as approved in writing by the ACC. When landscaping is installed, it is very important to insure that water drains away from the foundations and driveways, and that the flow patterns prevent water from flowing under or ponding near or against the house foundation, walkways, sidewalks and driveways.
7. Location and elevation of access road and off-street parking area design, if any, including ingress and egress points.
  - (a) DRIVEWAYS - All driveways and private lanes shall be constructed of asphalt, neutral tone concrete surface, brick stamped concrete, brick or pavers from the entrance of the garage doors to the existing street. Long driveways may be chip and seal where approved by the ACC. Driveways shall be constructed to specifications which consider vehicle loads such as trash trucks and moving vans. Circular driveways are encouraged. Hard surfacing shall occur within one year after receipt of Certificate of Occupancy.

8. Location, elevations and square footage of any other improvements, such as tennis courts, swimming pools and patios.

(a) PATIOS - ACC approval is required. Open patios must be an integral part of the landscape plan and must be located so as not to create a potential for an unreasonable level of noise for adjacent property owners. Patios must be complementary in color and design to the design of the home. They must be located so as not to block any existing drainage pattern on the lot. Patio Covers must be constructed of wood or material complementary to the home and must be complementary in color to the colors of the home.

(b) POOLS, PLAY HOUSES, AND SPORTS FACILITIES  
ACC approval is required. Basic design, materials, colors, and location should be complementary to the residence, and where practical, be incorporated into and at least partially screened by landscaping features.

Only in-ground pools will be allowed, unless approved otherwise by the ACC.

(c) HOT TUBS - must be an integral part of the deck or patio area and of the rear or side yard landscaping. Must be installed in such a way that it is not immediately visible to adjacent property owners and does not create the potential for noise disturbance for adjacent property owners.

9. Location of septic tank and leach fields.

10. Top of foundation elevation as it relates to finish grade elevation, and Engineering plans for the development.

#### IV. LANDSCAPING PLANS

Landscaping - Plans must depict fences, decks, sod, seeded areas, retaining walls, rock, railroad ties, buried sprinkler system, sizes and species of nursery materials, and include a drainage and grading plan that coincides with the builder's and shows any improvements or alterations thereto, Landscape plans must be done by a professional landscape designer/contractor, unless otherwise approved by ACC.

All landscape envelopes will be sodded and/or seeded with a Blue Grass or turf-type fescue mixture. Areas outside the landscape envelope may be seeded in a dryland native seed mix. Dryland grass areas must be kept below 12 inches in height.

All minimum landscape envelopes shall be irrigated by a buried sprinkler system, the plan for which must be included in the landscaping plan and submitted for review and approval.

All front yards shall have a minimum of (4) trees of the required (6) trees per Section 4.28 of the Covenants.

## V. REVIEW AND ARCHITECTURAL REVIEW BOARD ACTION

Review and Architectural Review Board Action - Following the review, the ACC will either:

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

## VI. MISCELLANEOUS

- (a) MOTOR HOMES - No trailer, motor home, house car, junk car, car that is not capable of moving on its own power, bus, camper, large commercial-type vehicle, including vehicle-mounted camper, whether chassis or slide-in, or pickup coach, tent, boat, or truck (except pickup) shall be parked, placed, erected, maintained, or constructed on any lot or common area for any purpose. This provision is intended to be broadly interpreted to cover almost any type of vehicle or structure not intended for every day use. However, trailers, campers, motor homes, pickup coaches, tents, or boats which can be and are stored completely within a garage or adequately screened and are not used for living purposes will not be in violation of these restrictions. A licensed vehicle by the State of Colorado or any other state shall not exempt it from the general intent of this provision.
- (b) GARBAGE COLLECTION AND CONTAINERS - Only one trash removal company, which shall be designated by the Backbone Meadows Home Owners Association, will be permitted to pick up trash in the subdivision. All homeowners must use uniform containers designated by said company and place these containers outside only on the day they will be emptied. All containers must be moved inside the same day after they are emptied. This procedure limits garbage trucks to one day a week, provides for uniform containers and permits discount pricing.

## VII. CONSTRUCTION

- (a) SANITATION, CLEAN-UP, AND DAMAGE REPAIR - During the construction of the dwelling on a Lot, the Owner of such Lot is responsible for ensuring that the Owner or Owner's Builders (i) provide a portable toilet at the construction site; (ii) provide suitable receptacles for construction waste; (iii) Pickup loose materials daily that may blow to neighbors property; (iv) do not deposit excess concrete, building materials or waste on the common areas, adjacent Lots, ditches, roads, or easements, and remove all materials from the Property by the time the construction of the dwelling is complete; (v) control noise and dust as reasonably possible; and (vi) repair and pay for any damage to common areas, roads, easements, drainage ways, or any other portion of the Property which occurs during the construction of the dwelling.