



Design Guidelines and
Architectural Standards

According to Master Plan of Water Valley

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DESIGN GUIDELINES & ARCHITECTURAL STANDARDS

In accordance with the Water Valley Covenants the members of the Design Review Committee are publishing these guidelines to assist owners and builders in complying with the covenant provisions. These guidelines have been approved by the association and are being provided to encourage all residential construction to be completed in conformity with the provisions for architectural control. These are guidelines only and the Design Review Committee has final approval of the comprehensive design package. Thus individual items may be waived or other requirements increased at the sole and absolute discretion of the Design Review Committee for any reason whatsoever, including, without limitation, to produce an aesthetic package or varied by location and lot to provide compatible home values on a block.

Section 1 – statement of purpose. Any plan submitted to the Design Review Committee will be evaluated and building approval will generally be granted based upon conformance with the submittal requirements, architectural standards and the construction regulations described herein.

Section 2 – Intent of Design Guidelines. The intent of the submittal requirements, architectural standards and construction regulations for the Water Valley Subdivision to ensure that each home has individual design quality and integrity while remaining compatible with the neighborhood as a whole.

Section 3 – Submittal Requirements. Before construction begins each builder must submit two (2) sets of building plans to the Design Review Committee for review must include:

- a) Site plans at 1" = 20' scale indication:
 - 1) Building location, dimensioned to property lines
 - 2) Setback and easements
 - 3) Driveway location
 - 4) Utility connections (sewer, gas, electricity and phone)
 - 5) Grading and drainage plan showing existing and proposed grades
 - 6) Finished floor elevations including garage

- b) Complete working drawings including:
 - 1) Floor plans at no less than 1/8" – 1' – 0"
 - 2) All exterior elevations with exterior materials noted
 - 3) Exterior details, including chimneys, exterior stairs, decks, railings and deck columns
 - 4) At least one cross section of the structure indicating roof pitches and height
 - 5) Electrical plans indicating location of all exterior lighting

- c) Samples of all exterior materials and colors, including cut sheets of exterior light fixture.
- d) Complete landscape plan, including driveway, retaining walls (including material), erosion control, decorative features and lighting.
- e) Any ancillary improvements contemplated on the lot (dog runs, storage areas, fences, etc.)
- f) A completed Submittal Application Form (included at the back of this booklet) and fee submitted.

All plans and samples must be clearly marked with the date, owner's or builder's name, lot and filing number.

The Design Review Committee may occasionally request additional information in order to be able to visualize the proposed residence. One set of the plans and samples may be kept by the Design Review Committee, and the other set of plans will be returned to the builder when approval is granted.

The submittal fee, currently \$150.00, must be included with the final submittal.

Additional Construction and/or Exterior Changes after Completion of original Construction

Additional construction to a home, landscaping or other improvements to a home after completion of an approved home must be submitted to the Harbor Walk Design Review Committee for approval prior to the initiation such changes and/or additions. A submittal fee of \$50.00 must be included for any proposed changes, additional construction, landscaping or other improvements to the home. \$20.00 of this fee is refundable upon final approval of the requested item(s). The committee may allow partial approvals or construction commencement which DO NOT constitute approval of every item on the home.

Section 4 – Preliminary Submittals. Although preliminary submittals are not required, they are strongly encouraged. The Design Review Committee will review any builder's or owner's plans, sketches or conceptual drawings at any stage before final submittal and without requiring a submittal fee. This is intended to help lot owners avoid the expense and frustration of possible Design Review Committee disapproval of a formal submittal.

Section 5 – Submittal Review. Upon receipt of all required documents, the Design Review Committee will review the plans and will provide a written response to the owner within sixty (60) working days after a complete submittal.

Section 6 – Resubmittal of Plans. In the event of disapproval by the Design Review Committee of the final submittal, any resubmittal of plans will follow the same procedure as an original submittal.

Section 7 – Ancillary Improvements. All proposed ancillary improvements to existing homes in the Harbor Walk Subdivision must be submitted to the Design Review Committee for approval prior to commencement of construction. Such improvements include, but are not limited to: additions, decks, exterior lighting, dog runs, fencing, basketball hoops, play equipment, antennas, restraining/painting of the home or fencing in a new color and solar collectors.

Submittals should follow these general procedures:

- a) Review the Architectural Standards for applicable design criteria
- b) Complete the Ancillary Improvement Submittal Form included herein and submission of that form to the Design review Committee
- c) Provide plans showing site location and proposed materials, plus sample sheet for lights, play equipment, and solar collectors. Color samples, where appropriate, must accompany the submittal. Plan can range from a simple sketch to professional drawings, depending upon the complexity of the project.

The design Review Committee will review ancillary improvement plans and will provide a written response to the owner within sixty (60) working days after complete submittal.

Section 8 – Time Limitation of approvals. Final approval of plans is valid for twelve (12) months. Construction must begin within this period. If not, plans must be resubmitted and reviewed again without further submittal fees. A submittal of a different dwelling on the same lot requires a new review fee.

Section 9 – Building Code. Any residential structure shall be required to conform to the applicable building code and ordinance of the Town of Windsor. Any approvals by the Design Review Committee of plans submitted to them does not expressly or implicitly suggest compliance with any building code or ordinances. The owner and builder shall be required to obtain any building permit from the Town of Windsor and obtain the necessary inspections for Certificate of Occupancy to be issued by the Town of Windsor.

ARCHITECTURAL STANDARDS

Section 1 – Diversity of Architectural styles. It is the intent of these guidelines to insure that each home remains generally compatible with the neighborhood as a whole. Domes, hyperbolic parabolas, mansard roofs and flat roofs will not be permitted in Harbor Walk Subdivisions unless specifically approved by the Design Review Committee.

Section 2 – Minimum square footage and building height. The minimum living area of any residence constructed on a single family lot within Harbor Walk Subdivision shall be 1,500 square feet for a ranch floor plan or 1,700 s.f. for multi-level but only in certain areas. Square footage minimum may be waived on a case by case basis with addition of architectural features which may include a third car garage. Each residence shall have a minimum of two-car garage. The maximum building height of any residence constructed within Harbor Walk Subdivision shall be 30 feet measured from the top of the foundation to the crest of the highest roof line (excluding chimneys, cupolas, etc.) Houses along Water Valley Parkway will be limited to a single story if approved by the review Board, single story stepping up in height away from the Parkway.

Section 3 – Building Design. Designs which are low around the perimeter and high towards the center of the residence will be preferred by the Design Review Committee. Wings, porches and walls which visually tie the residence to the lot and plans which produce exterior courtyards and semi-enclosed patios will be preferred by the Design Review Committee.

Section 4 – Roof Pitches. The roof on any residence must be between 6/12 and 12/12. Porches may have roof pitches as low as 4/12.

Section 5 – Exterior Elevations of Residences. Any residential plan should be designed to look attractive from all four sides. Decorative elements (masonry veneer, shutters, dormer windows, etc.) should not be limited to the front side of the residence. Fireplaces and full height of any chimney must be fully enclosed with compatible materials to exterior siding of the residence.

Section 6 – Residence Window and Door Placement. The placement of windows and doors within the residence on flat walls should align vertically and horizontally and should not be randomly located.

Section 7 – Standards Regarding Use of Exterior Materials. Exterior materials shall be limited as follows:

- Masonry Siding shall be mandatory on the front of any residence constructed within the subdivision. Masonry siding shall be restricted to stone or stucco. Masonry siding shall be required for a minimum of ten percent (10%) of the entire residence and minimum of 25% of the front of the house. If stone is used on the front of the residence, the stone shall be extended a minimum of four (4) feet on both sides of the residence at the same height as the stone on the front of the residence.
- Roofing shall be restricted to tile, slate, or certain brands of 40 year heavy textured shadow asphalt shingles such as Tamco Shadowtone series. Cement tile, and metal roofs may be approved, provided and they are necessary to the architectural style of the residence and they are a natural color as defined in section 8. Standard asphalt shingles are NOT acceptable in the Harbor Walk Subdivision.
- Window frames shall be painted wood, natural wood, painted steel, anodized painted aluminum or vinyl cladding.
- Foundation walls shall not be exposed, except 6" above grade at house.
- Unless otherwise approved, all fascia shall be a minimum of 8" and all soffits shall be a minimum of 16".

ALL EXTERIOR COLORS MUST BE APPROVED BY THE DESIGN REVIEW COMMITTEE PRIOR TO CONSTRUCTION

Section 8 - Color of Exterior Materials. The color of exterior materials used in the residence must be subdued and blend with the colors of the natural landscape. Earth tones generally muted, are recommended. Whites are not allowed. Accent colors on exterior doors, window frames, facias, soffits and trim, used with restraint and in a manner which does not exceed 10% of the surface of the residence, may be approved by the Review Board. Unless otherwise waived, the builder must paint a 10' X 10' section of the house and accompany trim for color approval.

Roofing colors must be limited to natural materials colors or earthtones.

All projects, including but not limited to, chimney flues, vents, gutters, downspouts, utility boxes, porches, railing and exterior stairways shall match the color of the surface from which they project and shall be approved by the Design Review Committee.

Section 9 – Standards Relative to Decks, Patio Porches, and House Numbers. Decks must be within allowable building setbacks.

- No deck may be greater than 4 feet above grade. Second floor balconies must be of the same materials as the home siding, cantilevered without column supports, and specifically approved by the Design Review Committee. Deck columns less than 6' high must have a minimum dimension of 5 ½ ".
- Walls constructed out of brick, stone and stucco or concrete faced with brick, stone, wood or stucco will be allowed within the building setbacks. They may be used for retaining changes in grade.
- Front porches and steps may be constructed of brick, stone, colored or exposed aggregate concrete or plain concrete.
- House numbers must be between 5" and 7" high, brass or black and lighted by the porch light or some other method at night. Other designs or colors require specific approval of the Design Review Committee.

Section 10 – Setbacks. The setbacks which will be enforced by the Design Review Committee are the same building setbacks that are required by the Town of Windsor, Colorado except for the home setback from the back lot line shall be 20' unless otherwise approved. Lots along Water Valley Parkway setbacks must allow for planned landscaping.

Section 11 – Site Grading. Exterior grading shall be adequate for drainage away from the house and adjacent houses; however, the grading shall not be forced to allow basement garden level or walkout windows and doors, except through the use of area walls. Houses shall be sited to complement existing or planned houses on adjacent sites. Grade level decks, patios and outside complement existing or planned houses on adjacent sites. Grade level decks, patios and outside living areas are encouraged and large elevated decks or patios are discouraged. The fencing and screened standards (section 14) are intended to create an open feeling and to minimize the area enclosed or partially surrounded by privacy fences, service yards or pet enclosures.

Section 12 – Landscaping. The intent of the approval process for landscaping is to encourage an open flowing relationship between lots. Any plan which defines a rigid property boundary is discouraged while plans which bend one yards through the use of similar planting materials and behind sidewalk will be as specified by the subdivision landscape plan and is the responsibility of the owner or builder. Visible front landscaping must be primarily grass and be completed within one year from building permit on front yards and on any back yard adjacent to or visible from open space, beaches or trails. All landscape must be watered with an automatic sprinkler system and such system must be hooked up to the Water Valley raw water tap. All hose bibs must be hooked up to the Town of Windsor's potable system.

Section 13 – Paved Areas. Hard – surfaced driveways and parking areas are required and designed per ACC specs. Asphalt or concrete is required and existing sidewalk must be replaced where driveway crosses. Any material used to create a special paving pattern requires prior approval of the design Review committee.

Section 14 – Screening and Fencing. – Boundary fencing or screening fencing will require approval from the Design Review Committee and must meet the following minimum standards:

- No fence or screening material may exceed six (6) feet in height and no fence or screening material shall be wire or chain link. Solid fencing must have a cap board or trim for finish (no exposed dog ears, angled edges, or boards).
- All privacy fencing along side lot lines shall be 6' solid wrought iron materials. The front wings connecting to the house shall be of the same material. No boundary or screening or fencing will be permitted in the front yard of a lot. Open design fencing as defined hereafter is allowed along side lot lines.
- All lot owners must complete and maintain visible back landscaping within one year of home completion.
- Dog runs – Any fenced area in the back yard in which a dog is loose and unattended at any time is a dog run. Dog runs must be connected to the house and be of same or similar material as the house. Black wrought iron only.

Section 15 – Standards for Exterior Mechanical Equipment. All exterior mechanical equipment shall be either incorporated into the residence that is constructed or be permanently enclosed by some screening material as described in Section 14.

Section 16 – Accessory structures. Accessory structures, including dog runs and exterior storage, shall be submitted to the design review committee prior to construction.

Section 17 – Exterior lighting standards. The design standard for exterior lighting shall be such that it will not interfere with the use and enjoyment of other residential houses within the subdivision. The light source should shine downward and not be directly shine at the street or into adjoining dwellings, and the location of all exterior lighting shall be approved by the design review committee. All exterior lighting shall be a design compatible with the structure and should be used for purposes such as illuminating entrances, decks, driveways and parking areas. Exterior flood lights are not allowed.

Section 18 – Misc. Basketball – Certain basketball hoops may be installed with portable base or on a free standing pole along the driveway between the sidewalk and the house (caution, there are underground electric, gas, water, and sewer lines). No basketball hoops may be attached to the front of the house or garage.

Storage buildings – No outside storage buildings or storage sheds are allowed on any lot whether imported or built on site.

View of lakes and open spaces - Landscaping shall be full and attractive and the design review committee will encourage the minimization of view blockage of lake and open spaces from your neighbors. Thus a large blue spruce on the back edge of the lot between your neighbor's picture window and the lake would not normally be acceptable.

Section 19 – Homebuilders, Construction Procedures & Misc. Builders shall not cross vertical curbs with heavy equipment without first bridging the curb with material and then driving over shall be minimized. Then the curb crossing shall be at the driveway entrance point. The driveway pan construction must match the standard cut sheets and sidewalk must be removed where the driveway crosses. Sidewalks should not be scraped with loaders. All paving, concrete, fencing, and services must be protected from damage. Damages will be charged to the builder.

Excess material shall not be deposited on adjacent lots without the owner's permission. All excess material from basement excavation shall be removed by builder from the lot within 30 days. Concrete trucks are not allowed to wash out in any lot in the subdivision - such trucks should use designated wash out areas.

Location and elevation of sewer service, water service, and possible ground water must be verified by builder prior to construction of foundation and final determination of finished floor elevations.

Final lot grading shall be such that drainage falls away from the foundation in all directions, not adversely affect adjacent lots, and gently slope to the final grading per subdivision plans. Erosion control must be provided by owner or builder.

Builders must take reasonable care to prevent dirt and mud from being tracked onto paved streets. Construction debris must be contained and site kept clean. Blowing trash and debris will not be tolerated.

HARBOR WALK ARCHITECTURAL DESIGN REVIEW REQUEST

Send to: **On-Site Property Management** 123 N College Ave, Ste 200 Fort Collins, CO 8052



Name of Homeowner _____

Address _____

City, State, Zip _____

Home Telephone _____ work or cell _____

Mailing address (if different from above) _____

Improvement/Design/Change request involves the following (please check one)

- | | | |
|--|--|---------------------------------------|
| <input type="radio"/> Home Remodel/Expansion | <input type="radio"/> Basketball Backboard | <input type="radio"/> Deck/Patio/Slab |
| <input type="radio"/> Drive/Walk addition | <input type="radio"/> Exterior painting | <input type="radio"/> Fencing |
| <input type="radio"/> Landscaping | <input type="radio"/> Patio Cover | <input type="radio"/> Roofing |
| <input type="radio"/> Other _____ | | |

Be sure to attach a picture, drawing or brochure of the proposed improvement.
Please provide a description of improvements and attach drawings as necessary.

Planned completion date _____

I understand approval must be received from the Harbor Walk Architectural Control Committee before proceeding with improvements. I understand HWACC approval does not constitute approval of local city/county building departments, and I may be required to obtain a building permit. I will maintain proper drainage swales when installing landscaping or building improvements. I agree to complete improvements in a timely manner after approval from the HWACC.

Homeowner's Signature _____ Date _____

COMMITTEE ACTION: (to be filled out by HWACC)

- ☐ Approved as submitted
- ☐ Approved subject to the following requirements:

Declined for the following reasons:

Completion date required by _____ Date request received _____

Committee Member signature _____

HARBOR WALK CONSTRUCTION & RESIDENCE

FORM SUBMITTAL CHECKLIST

Send to: **On-Site Property Management** 123 N College Ave, Ste 200 Fort Collins, CO 8052



Construction address _____

Initial Submittal Date: _____

Applicant's Name: _____

Home Telephone _____ work or cell _____

Mailing address (if different from above) _____

Site Plan (8.5" X 11" Paper) showing:

- Building Location dimensioned to all property lines
- Setbacks and Easements
- Driveway Location
- Utility Connections
- Grading and Drainage Plan & Lot Corner Elevations
- Finished Floor Elevations (per TST Engineers)
- Existing and Proposed Topography
- Finished Floor Elevations

Construction Drawings (11" X 17" Paper showing:

- Floor Plans
- Exterior Elevations
- Indications of exterior materials and colors
- Location of Brick and Masonry (must meet min. standards per neighborhood)
- Exterior details
- Cross section
- Roof Pitches
- Building height
- Location of exterior lighting
- Cut sheets of exterior light fixtures

Exterior Materials & Colors

- Samples of all exterior materials and roof shingles/tile (must meet min. standards per neighborhood)
- Exterior colors submitted and approved

Completed NEW Construction Submittal Form

Irrigation tap activated/meter installed _____ (Date)

Landscaping Plan (8.5" X 11" Paper) showing:

Includes location and species of all plantings, sod, ground cover and other features

Installed landscaping inspected and meets minimum standards

Landscape deposit reimbursed if applicable \$ _____

Fencing Plan Submitted and approved

Ancillary Improvements

_____	_____
_____	_____
_____	_____

LANDSCAPING REQUIREMENTS

Landscaping and fencing plans are required to be submitted and approved by the Harbor Walk Architectural Control Committee prior to installation of any materials. Please use the following checklist as a guide to preparing your plan. All yards must be landscaped to the minimum requirements within one year of completion of construction.

Landscape Checklist:

Front yard trees: minimum of one (1) deciduous of minimum 2" - 2.5" caliber placed between sidewalk and street where applicable; minimum one (1) 6' coniferous per front yard. Shrubs, minimum 5 gallon. Front yard to be 51% sod unless Xeriscape plan is submitted and approved for a special variance. Installation must be consistent with approved Final Landscaping Plan. Irrigation system must connect to Water Valley Raw Water System and it must be connected by authorized Water Valley personnel.

**Recommended* and approved front yard deciduous trees: Red Sunset Maple, Linden (American, Greenspire or Redmond,) Marshall Seedless Ash

**Recommended* and approved front yard coniferous trees: Austrian Pine, White Fir, Dwarf Colorado Blue Spruce, Scotch Pine, Bristlecone Pine.

*If possible, use the "plot plan" or "improvement survey" contained in your closing documents. This is a map that shows the location of your structure and all of the distances from your structure to the lot lines. When submitting to the Harbor Walk office, please be sure to include your name, address, and phone number on the plot plan.

*Make sure you show at least one deciduous (loses its leaves in autumn) and one coniferous (keeps its foliage in the winter, such as pine and juniper) trees in the front yard – this is a minimum requirement of all residents.

Include on your Landscaping plan:

- The common names for your trees and shrubs, to be planted or existing. Names are not required for individual plantings in flower beds. Simply identify as a "flower bed".
- Designate areas of rock trim or elevated retaining walls, their height and materials used.
- Designate location of new decks or structures to be constructed, including distances from lot lines.

*We suggest that you draw your plan the way you would like to have it. The architectural control representative will contact you if there are any obvious landscaping problems. Harbor Walk discourages the use of Cottonwood, Russian Olive, and large coniferous trees, such as Colorado Blue Spruce, in small landscape openings. Other colorful trees are available and will have a better chance of survival if planted in an appropriate area.

It takes 48 to 72 hours to research and approve your landscaping, fencing or deck plan - longer if there is unidentified or missing information. Please do not submit a plan on a Thursday and expect to be planting on Friday evening.

REMINDER: If you intend to build a new deck, porch, sun room, or hot tub room you must first submit the plan to the Harbor Walk office for approval. Once approved, you will need to apply for a building permit from the Town of Windsor. If you have any questions, please contact On Site Property Management (970) 212-4755.

Landscape Feature notes:

1. Fencing to be black wrought iron.
2. Unless otherwise indicated on drawings, all areas disturbed during construction shall be re-vegetated with native grass seed mix.
3. Individual landscape features plans shall be submitted for each single family home.

Revised August 21, 2012

A large, bold, black stylized number 7. The top horizontal bar is thick and slightly curved, with a small gap in the middle. The vertical stem is also thick and curves slightly to the right at the bottom.

123

456

7890

Full size= 8"