

# Windmill Creek Reserve Patio Home Association Design Review Committee Guidelines

## **PURPOSE**

- A. To establish and preserve a harmonious design for the community.
- B. To protect the value of property in the community.
- C. To protect neighboring owners from actions that may impact such matters as surface water drainage, sound and sight buffers, preservation of views, light and other aspects of design that may have substantial effects on a neighboring property.
- D. To provide criteria for consistent decisions by the Design Review Committee (“DRC”).
- E. To determine appropriate uses for the common area and to preserve its quality and enjoyment for all the homeowners.

## **SUBMITTING A DESIGN REVIEW REQUEST**

- A. **The Declaration of Covenants** requires a written request prior to the commencement of work with accompanying plans, intended materials, and colors for:
  1. the construction, installation, erection or expansion of any building, structure or other improvements, including utility facilities;
  2. the demolition or destruction, by voluntary action, of any building, structure or other improvements;
  3. the grading, excavation, filling or similar disturbance to the surface of the land including, without limitation, change of grade, change of ground level, change of drainage pattern or change of stream bed;
  4. landscaping, planting, clearing or removing of trees, shrubs, grass or plants, except within the patio areas;
  5. any change or alteration of any previously approved improvement on the property including any change of exterior appearance, color or texture.
- B. **Process**
  1. An Architectural Improvement Request Form (in triplicate) must be sent to the management company, or a copy may be provided directly to a member of the DRC if a short time frame is required for final action. Design plans, brochures on desired items, color choices, dimensions of item requested or any other information helpful in making an informed decision on final action for the request, should be provided with the request form.
  2. The Declaration allows up to 30 days for the DRC to act on a request after all of the necessary plans and information have been submitted.
  3. Failure to submit such changes as set out above for approval is in violation of the Declaration and may result in a fine or legal action.

## **HOME IMPROVEMENT GUIDELINES AND DESIGN STANDARDS**

- A. **Roof:** Any replacement of individual tiles or a full roof replacement should be of the same material and color as the original, or if original is not available, an approved equivalent.

- B. **Siding:** Any replacement of siding or stucco should be the same as the existing materials, or an approved equivalent if the original is no longer available.
- C. **Decks and patios:** Decks and patios are not to be used as permanent storage areas and must be maintained in a neat and orderly fashion. Items on decks and patios should be appropriate for outdoor use.
- D. **Awnings and exterior shades:** Awnings shall be matched to the exterior of the unit and must be retractable. It is expected that the awning will be retracted after each use to maintain the aesthetic character of the community.
- E. **Painting:** The Association is responsible for the routine painting of the exterior trim. If a homeowner chooses to paint any siding or stucco, the color selection must match the exterior and be approved by the DRC.
- F. **Fences:** According to the Declaration, homeowners may install rear yard fencing as long as it is open view, made of steel, painted black, and reaches no higher than four feet tall. No wire mesh or other material can be used in addition to the steel.

*All fences must have:*

1. 2x2 square tube top and bottom horizontal lines with ¾" square tube;
2. Vertical pickets 6" on center;
3. 2" square tube posts 8' on center;
4. 2' of the post underground for support;

The fenced area will be limited to the rear yard and will not extend in width beyond 5 feet from each side of the house, 16 feet beyond the rear of the house, and will not exceed a total of 500 square feet in total fenced area. All additional requirements in the Declaration must be met, including but not limited to, the owner accepting care of the landscaping within the fence. Homeowners also have the option of installing electronic fencing for their pets.

- G. **Storm/Security Doors and Windows:** Selections must be neutral, light colors that are consistent with the home's colors and trim, and of simple design.
- H. **Satellite Dishes:** Satellite dishes shall be no larger than 24" in diameter and shall be placed in an unobtrusive location on the house.
- I. **Sidewalks/Driveways:** The Association will provide snow removal for these areas.
- J. **Accessory Structures:** Accessory structures that are detached from the house such as a garden/utility shed or a greenhouse are prohibited by the Declaration.
- K. **Exterior lighting:** The Association is responsible for the maintenance and replacement of the fixtures used to light the common areas. If a homeowner desires to change a fixture they must obtain approval from the DRC.
- L. **House numbers:** As these items are a part of the expression or character of the community, any changes must be approved by the DRC.
- M. **Tanks and Clotheslines:** No tanks of any kind may be elevated above grade on any lot, nor may any unenclosed clothesline be erected, placed, permitted, or maintained on any lot.
- N. **Woodpiles:** All woodpiles, storage piles, tools or other personal property must be located in such location as to prevent visibility from neighboring units.
- O. **Hot tubs/Spas:** The installation of a hot tub or spa must be approved by the DRC and placed in a location that will have a minimal impact on all neighbors within a reasonable range of such house.

- P. **Signage:** No billboards or advertising signs are allowed. The owner may place one sign of not more than 24 by 30 inches advertising that the house is for sale or rent.
- Q. **Garage Doors:** Garage doors must be closed at all times, except when they are in use, so that nothing inside of garages may be seen from any part of the common area, streets, or from any other houses.
- R. **Landscaping:** Any alteration of the landscape by the homeowner, such as the addition of a flower bed, must be approved by the DRC and maintained thereafter by the homeowner.
- S. **Planters/Birdhouses:** These must be maintained by the homeowner and kept in good condition.
- T. **Play Equipment:** The Declaration states that play and sports equipment outside of any dwelling unit are prohibited due to the visual exposure of the yards to the golf course, adjacent roadways, and common areas.
- U. **Window well covers:** Covers may be added provided they are approved by the DRC.
- V. **Garden Hoses:** Hoses may be mounted to the exterior of the house in a discreet location per DRC approval. The hose must be picked up after every use so that it does not interfere with the Association's care of the landscape.
- W. **Yard statues:** All statues must be approved by the DRC.
- X. **Exterior hangings:** All exterior hanging must be approved by the DRC.