

Canyon Club Condominium Association

6495 E. Happy Canyon Road, #176

Denver, CO 80237

www.canyonclubcondos.org

Architectural Guidelines

Emergency Contacts

Fire and/or police – 911

Maintenance (call or text) – 720-385-8158

Non-emergencies

Administrative Office – 303-757-8527

Denver Animal Control – 311 or 720-913-1311

ALL LEGAL DOCUMENTS REFERENCED WITHIN MAY BE ACCESSED AT WWW.CANYONCLUBCONDOS.ORG
OR BY CONTACTING THE CANYON CLUB CONDOMINIUM ADMINISTRATIVE OFFICE

CANYON CLUB CONDOMINIUM ASSOCIATION ARCHITECTURAL GUIDELINES
REVISED MARCH, 2019

CANYON CLUB CONDOMINIUMS ARCHITECTURAL REVIEW COMMITTEE

A community's architectural character is established by the architects' design. The Architectural Review Committee ("the Committee") is responsible for the establishment, preservation and communication of architectural control standards. Standards are not intended to limit personal creativity, but rather to ensure that protective guidelines are in effect to maintain property value and appearance.

Function and Duties of the Architectural Review Committee

The Committee shall consist of a minimum of three members appointed by the Board of Directors ("the Board"). In the event a Committee is not established, the Board shall perform the duties of the Committee as provided in the Canyon Club HOA Declaration. The Board shall have the authority to remove any members of the Committee at its sole discretion.

The Committee, in tandem with the Maintenance Supervisor and Board of Directors, shall have the power to approve or deny Architectural Change Applications. Additionally, the Committee may be called upon to consider changes to the aesthetic harmony of the surrounding structures, landscaping, color palette, exterior finishes and materials, and similar features.

The Committee may make recommendations to the Board regarding guidelines relevant to the Committee's responsibilities including, but not limited to:

- The construction, alteration or removal of specified improvements;
- The terms and conditions on which such improvements may be constructed, altered or removed;
- Design standards for improvements;
- Materials, colors, textures and other aesthetic matters concerning improvements;
- Procedures for the submission of plans and specifications by an owner to the Architectural Committee and for the Architectural Committee's review, approval, denial or approval with conditions of plans and specifications.

The Board, at its discretion, may adopt or declare recommended guidelines and, once so adopted or declared, the guidelines shall be subject to enforcement.

Architectural Change Application Process

Procedures for structural, architectural, reconstructive, additions, or improvements, are subject to the guidelines as specified in this document. The correct processes must be followed including, but not limited to, application submission, review, and approval/denial of proposed changes.

Failure to Comply with Architectural Change Application Process

Refer to the Canyon Club HOA Declaration Enforcement Policy for detailed information.

Inspection of Work

The Canyon Club Maintenance staff shall perform inspection of work in progress and completed work, and note defects or variances to approved plans in such work.

Variances

The Committee may authorize variances to architectural provisions or Design Guidelines (including restrictions upon height, bulk, size, shape, floor area, land area, placement of structures, set-backs, building envelopes, colors, materials, or similar restrictions) when circumstances such as topography, natural obstructions, hardship, aesthetic or environmental consideration may warrant. Such variances must be evidenced in writing and signed by the Board of Directors. The granting of a variance shall apply only to the terms and provisions of the specific property, provision and instance as outlined and is unrelated to federal, state or local laws, or ordinances.

ARCHITECTURAL DESIGN GUIDELINES

Procedures for structural, architectural, reconstructive, additions, or improvements, are subject to the guidelines as specified in this document. The correct processes must be followed including, but not limited to, application submission, review, and approval/denial of proposed changes.

Detached or Added Structures

Second story deck/balcony additions are not permitted. Decks at less than 24" above ground level may be permitted on a case-by-case basis. It shall be noted that any deck additions shall be "floating" structures and are not permitted to be permanently attached in any way to any existing structure. All deck additions shall be the sole responsibility of the unit owner for the entire life of the deck, including construction, maintenance, repairs, and removal. In addition to the Architectural Change or Modification Application and Responsibility Claim forms, a signed approval must be included from the owner(s) of all adjacent units.

Storage Containers

Balconies and enclosed patios are not to be used as storage areas. Storage containers are not to be visible above fencing on enclosed patios. All storage containers should have lids and be neatly organized/stacked. Residents must remember that upper balconies are seen by everyone and enclosed patios are seen by residents who live above.

Items such as boxes, tires, auto parts, appliances, recreational equipment, and interior furnishings such as sofas and lounge chairs, are prohibited.

Storage containers are prohibited from being attached in any way to any existing structure; all containers must be stand-alone units. All Architectural requests for storage container construction must include plans, and product literature is required for any "pre-manufactured" storage container.

Storage On-site

Canyon Club provides storage space in several locations on the property for residents' use. On-site storage spaces are not guaranteed—please contact the Administrative Office for availability and application. Prohibited items for storage space include, but are not limited to: flammable/explosive items; firearms/ammunition; automotive parts/fluids; food items (pet or human); and large items such as furniture and/or appliances.

Canyon Club Condominiums HOA accepts no responsibility for the loss, damage, or theft of items in storage areas. Stored items must be clearly labeled with name and unit number. Owners of stored items must check/sort stored items annually and record the date on the supplied history card located outside the storage space. The Maintenance staff regularly inspects storage areas and is authorized to dispose of prohibited or improperly labeled items.

Patio Hose Spigots

Hose spigots can be installed on patios through a line tapped from an adjacent bathroom, kitchen, or even from the crawlspace. Any retro-fitted plumbing installation becomes the sole responsibility of the unit owner to maintain, including winterization. All hose spigot installations shall have an isolation shut-down valve installed in a climate controlled space (inside the unit) or shall be a minimum of 10 feet from any foundation walls. Isolation valve shall also have a "back-bleed" valve which will permit draining of water from a line downstream from the valve.

Patio Grade Changes/Drainage

Grade in patios shall be maintained in such a manner to allow positive drainage away from the foundation of the building. If grade change of patio areas will impede drainage, buried drainage channels shall be installed to permit positive flow away from the foundation and past the perimeter fence line of the patio enclosure. This includes, but is not limited to additions of; concrete, soil, planting beds, decorative rock, etc.

Fencing

All common and enclosed patio fences will be installed and maintained by Canyon Club HOA. Individual fences, visible to the community, are prohibited. "Baffle" fences (used to screen items such as A/C units) within patio enclosure fences shall be the responsibility of the homeowner to construct and maintain. "Baffle" fence or gate modification requests must include detailed plans including design and material choice.

No material, landscape or otherwise, shall be permitted to rest against perimeter fences of patio enclosure areas. This includes, but is not limited to; soil, rock, plantings (including climbing vines), stored items, and mechanical systems.

Climbing vines must be maintained by the owner in such a way that there is no damage to the fence or building. The owner is responsible for any expense to repair the fence or building if there is damage.

Any addition of material which will rise above the base of the perimeter fence shall be contained with installation of a shoring board system along the perimeter of the patio area. Shoring boards must be made of P/T (pressure-treated) 2x or 4x dimensional lumber materials or similar product. Shoring material to be no less than 1.5 inches in thickness and is to be installed/attached to the interior of the steel support post for perimeter fence. This shall provide approximately a 3-4" space between the fence and outer shoring edge. Any drainage channels must be permitted to pass through or over/under any shoring material to permit water ejection beyond the perimeter fence line. Fence interiors may be decorated in a non-permanent manner.

Hanging Plants & Entry Plantings / Patio Plantings & Trees

- A. Planters are permitted at each individual entry. Planters and their contents may not obstruct pedestrian traffic, fire lanes, or mowing path. Planters on catwalks (second-story sidewalks) must not project more than 8" from the facing wall of the building, nor be permanently attached to railings.
- B. Hanging baskets, planters, or decorative pieces (including but not limited to: flags, chimes, wind-art, etc.) at your individual entry may not exceed two (2) per unit nor obstruct pedestrian traffic, traffic sightlines, or fire lanes.
- C. Hanging planters are permitted on patios and balconies unless they obstruct traffic or fire lanes. Crawlspace access covers must be accessible at all times. Up to four (4) potted plants may be placed on crawlspace covers but must not exceed a pot size of 10" diameter (or 10"x10"x10"). Planters should not be attached to any fencing, railing, or building exterior.
- D. New trees and shrubs are prohibited in patio areas. Existing trees and shrubs within the patio areas shall be pruned and maintained by the unit owner. Trees, shrubs and root systems shall not be permitted to have contact with buildings or fences. For trees, a minimum clearance of 3 feet from building walls, and 4 feet from eaves, soffits, carports and roofs, must be maintained.
- E. All plantings, including trees, within a patio area shall be the responsibility of the unit owner. Failure to maintain plantings and patios or balconies may result in a violation notification. Canyon Club retains the right to engage the Maintenance staff in trimming, pruning, or removing plantings that are negatively impacting any portion of the buildings and or common elements of the property. Any charges incurred by Maintenance, including time and materials, shall be assessed to the unit owner at a minimum charge of \$100.00 per occurrence. Unit owners may remove plants or trees at owner's expense with proper notification to the Administrative Office.
- F. Climbing or creeping plants (such as vines) must be trellised in such a way to prohibit plant growth onto, into, or over any buildings or fences. An independent, free-standing trellis (not to exceed height of exterior fence) may be constructed to carry the load of the plant. Any plantings negatively impacting any portion of the buildings and or common elements of the property may be trimmed, pruned, or removed by maintenance under the guidelines mentioned under section E.
- G. Flowers or plants in exterior spaces which are unsightly, nor properly maintained, are prohibited.

Awnings, Sunshades and Umbrellas

- A. Retractable awnings may be permitted when the "Architectural Change or Modification Application" and "Architectural & Modification Acceptance of Ownership & Responsibility Claim" forms are completed, submitted and approved. Fabric color must be as close to the exterior paint as possible.
- B. Roll down sunshades are permitted on the exterior sliders or windows of your patios or balconies. Such shades are to be used for control of sunlight and heat, should be of natural canvas or natural woven material, and the color will be limited to beige or tan.
- C. Umbrellas are permitted on patios, but must not extend past patio perimeter fence when extended. Umbrellas on balconies are prohibited.
- D. Pop-up tents or canopies are prohibited on a permanent basis and should be for temporary use only.

Interior Window Coverings

The outside facing color of all interior window coverings must be white, ivory, or light natural in color. Window coverings in disrepair, such as torn draperies, broken or damaged blinds or no window covering must be replaced with new product at the owner's expense. Sheets, blankets, towels or paper coverings are prohibited.

Window Tinting

Window tinting is acceptable for purposes of UV rays and fading of furnishings and rugs. Mirrored or metallic finishes on windows or window coverings are prohibited.

Windows/Sliding Door Replacement

Prior to any modification, the "Architectural Change or Modification Application" and "Architectural & Modification Acceptance of Ownership & Responsibility Claim" forms must be completed, submitted and approved. It is the responsibility of the unit owner to maintain and/or replace all windows, screens and doors.

- Window replacements must conform to the exact configuration of the existing windows and must be vinyl/vinyl covered. The color will be limited to beige or tan.
- Greenhouse or Garden windows must be a vinyl frame window in beige or tan to match existing (if applicable) as close as possible.
- Sliding patio doors may be a different configuration such as paired/split sliders with fixed side panels or French doors opening to the inside of the unit. The color will limited to beige or tan and, if wood, painted in those colors.

Exterior Entry Doors

All exterior doors must be properly maintained and in working order. Size should be 3'0" x 6'8", thickness 1-1/4" solid core flush, paint grade wood, steel, or fiberglass. Door details, or features such as 6-panel or decorative windows, must be expressed in Architectural Request Form and may not be approved in new door request. Exterior entry door paint color codes and/or paint (if available) may be obtained by contacting the Maintenance Department.

Security/Screen/Storm Entry Doors

Size should be 3'0" x 6'8", material to be aluminum or wrought iron, frame finish to be black, brown or bronze. Owners are responsible for replacement and/or repairs to security/screen/storm entry doors.

Vertical bars not to exceed five (5), limit simple design medallions to two (2) per door, frame finish to be black, brown or bronze. Designs not meeting this description must be approved by the Committee prior to installation.

**Note: If you have provided Maintenance with keys to your unit, be sure to update with any applicable security door keys*

Exterior Door Hardware

Latch set and cylinder lock. Peep hole optional. Finish to be bronze, polished brass, antique brass or brushed nickel. All door hardware exterior finish must match. One (1) kick plate (6"x34" or 8"x34") is permitted to be installed per entry door and must match all other door hardware in finish.

Exterior Light Fixtures on Patios/Balconies

Exterior lights located on patios and balconies are the responsibility of the unit owner. Replacement of such fixtures including motion detector lights must be pointed down and away from your neighbors' windows. Vertical length of lighting is not to exceed 20", and may have a black, bronze or rust finish.

Flooring

Hardwood flooring, laminate, tile, or non-carpet floor coverings may be installed. If such installation is made in second level units special barrier materials such as QuietFloor® or ImpactBarrier® for hardwoods, and Ditra® for tile, are required to be installed for noise control. When researching such products, check for both impact noise (foot falls) and ambient noise (talking, stereos, etc.) ratings. Not all products are created equal or for both purposes. Inspection of flooring during installation is required. Notify the Administrative Office when the installation date has been scheduled, so that the Maintenance Supervisor and/or an Architectural Committee member will be available for inspection.

External air conditioning units are not permitted, whether mounted in windows or free standing.

Skylights and Solar Tubes

Skylights and solar tube installation may be acceptable—detailed product and contractor information must accompany the Architectural Request Form. Any damage to roof or ceiling caused during installation shall be the sole responsibility of the unit owner. No solar panels may be installed on any common element.

Gas Log Fireplaces

Gas log fireplace inserts which replace wood burning fireplaces may be acceptable—detailed product and contractor information must accompany the Architectural Request Form. Because of the high risk of fire and carbon monoxide issues, gas fireplace installations are very strictly monitored. **All gas-log or gas insert conversions must be done by a**

licensed contractor, designed and installed to current Denver building codes, and permitted and inspected. Fireplaces and flue maintenance/cleaning is the sole responsibility of the unit owner.

Laundry Addition to Unit

While primarily on the interior of a unit, a laundry addition does require an Architectural Request Form to approve proper venting of the system to the exterior of the building. ***All laundry additions must be vented to the exterior (not attic or crawlspace).*** Each request shall be thoroughly reviewed to determine the best location for an exterior vent. The Maintenance Supervisor will also perform an inspection to include plumbing, power, and vent runs within unit. Damage and costs incurred as a result of an unapproved or improperly installed laundry setup shall be the sole responsibility of the unit owner including, but not limited to roof leaks. ***Regular inspection, cleaning, and maintenance of dryer vents are the sole responsibility of the unit owner.***

Crawlspace Covers

Alternatives to the heavy concrete covers for the crawlspaces may be requested. The cover must be removable, structurally sound and durable to the elements.

Satellite Dishes

Requests for satellite additions must be made ***prior to scheduling installation unless such installation is within a unit or wholly within a limited common element balcony or patio.*** Satellite and antenna requests are made using the "Satellite Addition Request Form"—available from the Administrative Office. Satellite dishes installed without approval (except as otherwise specified) will be removed at the unit owners cost, or will be removed by the Association.

Absolutely no rooftop installations are permitted. Instructions specific to each install will be included upon approval of the Satellite Addition Request Form.

Dish size is limited to no larger than 1 meter in diameter. If satellite request is being filed by a leaseholder, signed approval of owner must be included on request. Satellite dishes which are no longer used must be removed within ten (10) days of service termination and/or upon unit vacancy. Failure to remove satellite dishes within the allotted time may be removed by the Association.

Any charges applied by service provider from unapproved installations and/or device removal are the sole responsibility of the party subscribing to service. Canyon Club Condominiums HOA and its employees/agents/officers shall not bear any financial responsibility for cost incurred during installation/uninstallation.

Unit-specific antennas may be placed near interior windows for better reception.

Trash Removal

Common area dumpsters are provided throughout Canyon Club for household trash only.

Common area recycling containers may be found throughout the property and utilized for permitted items only.

Strictly Prohibited Disposal:

- A. Oversized items such as: furniture, appliances, tires, carpet, construction or landscaping debris
- B. Hazardous materials such as: paint, Freon, oil, mercury, antifreeze, batteries, computers, televisions

For information about disposal of plants and trees (whether natural or artificial) oversized or prohibited items, please contact the Administrative Office. Any costs associated with unreported prohibited item disposal will be added to the unit HOA fees in addition to a rules violation fine.

APPLICATION FOR ARCHITECTURAL ALTERATION OR MODIFICATION

All sections must be completed and legible – attach additional sheets, plans, diagrams/drawings, and photos as needed.

Owner Name(s) _____ Date _____

Owner Address _____ Unit # _____

Brief description of alteration/addition: _____

Common areas that will be affected by alteration/addition (location and details of building exterior that will be affected):

PLAN: Detailed description of alteration or addition (include Illustrations, photos, product details, etc.)

Owner Signature _____ Date _____

2nd Owner Signature (if applicable) _____ Date _____

ARCHITECTURAL & MODIFICATION ACCEPTANCE OF OWNERSHIP & RESPONSIBILITY CLAIM

This document outlines the scope of a project and provides acknowledgment of ownership and responsibility for any and all additions, modifications, and/or alterations made by a unit owner (or tenant with owner consent) within Canyon Club Condominiums.

This document must be filed in conjunction with an Architectural Request form, as well as any prints, plans, photographs, drawings, or permit documentation. This form alone does not grant approval for project.

All sections must be completed and legible – attach additional sheets, plans, diagrams/drawings, and photos as needed.

I understand filing of this document must be accompanied by a completed Architectural Request form for the same project; written approval of both forms must be acquired **before** any work is begun, any deviation from specifications contained in these documents must be resubmitted for approval before such deviations may be made.

I also understand access for periodic inspections may be required throughout the duration, and at completion of, said project. If such inspections are required they will be outlined in approval notes by a member of the Board and/or Maintenance Supervisor. Unapproved changes, or missed inspections, may require removal of some or all elements of the current project status at my own cost.

Once project is complete I acknowledge that I, as the unit owner, hold sole responsibility for any and all repairs, maintenance, removal, and general care of the improvements. Additionally, I acknowledge that I shall be solely responsible for any costs incurred from damage caused directly, or indirectly, as a result of the construction and/or existence of above-mentioned project.

Lastly, I acknowledge approval of this project does not constitute approval by any governmental agencies that may be required by local laws, or engineering soundness, or compliance with any permitting requirement.

This document shall be recorded with the Clerk and Recorder’s Office of Denver County and shall be binding on all future owners of the unit.

Owner Signature	Date	2 nd Owner Signature (if applicable)	Date
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**Additional unit owner signatures (if more than 2 owners) shall be provided on separate sheet clearly labeled and attachment to this document.*

ARCHITECTURAL COMMITTEE USE ONLY

<input type="checkbox"/> APPROVED Date _____		<input type="checkbox"/> DENIED Date _____
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Board Member Signature & Printed Name _____ Date _____

Maintenance Superintendent Signature & Printed Name _____ Date _____

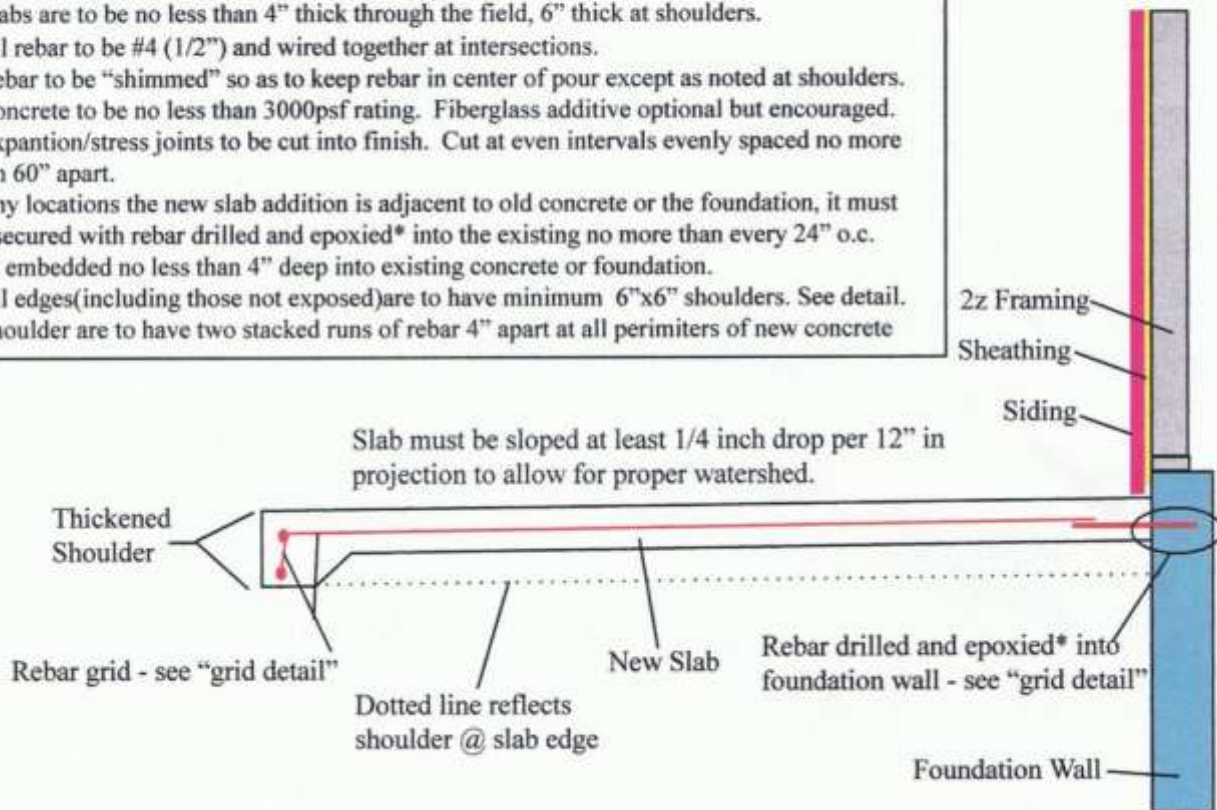
Notes _____

Concrete Addition Guidelines - Patio Additions

General Information -

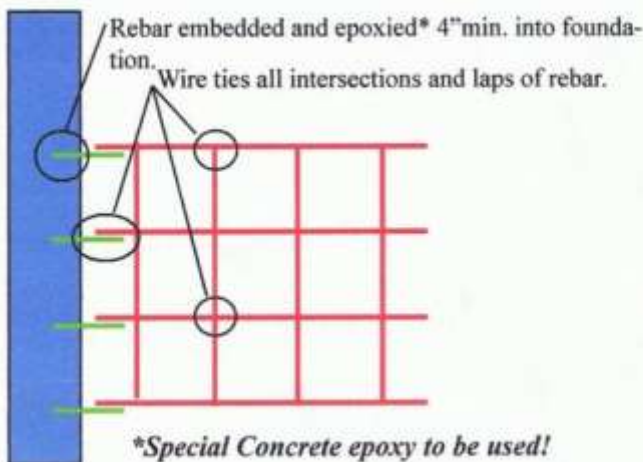
All concrete slab additions must be approved by the Arch Committee and Maintenance PRIOR to any work performed. Inspections also to be performed of forms and rebar before concrete is poured.

- Slabs are to be no less than 4" thick through the field, 6" thick at shoulders.
- All rebar to be #4 (1/2") and wired together at intersections.
- Rebar to be "shimmed" so as to keep rebar in center of pour except as noted at shoulders.
- Concrete to be no less than 3000psf rating. Fiberglass additive optional but encouraged.
- Expansion/stress joints to be cut into finish. Cut at even intervals evenly spaced no more than 60" apart.
- Any locations the new slab addition is adjacent to old concrete or the foundation, it must be secured with rebar drilled and epoxied* into the existing no more than every 24" o.c. and embedded no less than 4" deep into existing concrete or foundation.
- All edges (including those not exposed) are to have minimum 6"x6" shoulders. See detail.
- Shoulder are to have two stacked runs of rebar 4" apart at all perimeters of new concrete



Grid & Shoulder Details

At Foundation (see from above)



- Rebar should be wire-tied at all intersections and laps of rebar.
- At shoulders the grid bar is bent downward over the upper shoulder bar and ended at the lower bar.
- Shoulder depth and width does not include any slope to field slab in measurement.

Shoulder (as seen from side view)

