

Burning Tree in Columbine Valley
Architectural Review Guidelines

By Architectural Review Committee
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1) Introduction

With the amendment of Burning Tree's covenants, effective June 16, 2004, Architectural Review Committee (ARC) processes and guidelines need to be established. This document will serve two main purposes: 1) define process for exterior home improvements and landscaping projects or changes; and 2) guidelines for home owners when performing exterior home improvements and landscaping projects. It is the responsibility of all homeowners to understand and to adhere to the processes and guidelines documented. Although the ARC is generally in favor of any beautification projects, the committee serves the neighborhood with the enforcement and understanding of the Covenants and Guidelines.

2) ARC's Role and Objectives

The role of the ARC is directed toward review and approval of exterior design, appearance, landscaping and overall aesthetics in accordance to the Covenants and Guidelines. The ARC strives to maintain personal and architectural harmony in the neighborhood. The ARC will strive to ensure that these guidelines and the covenants are upheld as well as offer help to guide individuals who wish to enhance or upgrade the outside of their homes. Feel free to contact any one of the committee members with questions or proposals.

Below outline some of ARCs key objectives for Burning Tree:

- Maintain and enhance the beauty and value of our homes and neighborhood
- Ensure that any improvements enhance the home's value
- Follow the process and timeline commitments with homeowners proposals
- Open the doors of communication with our neighbors
- Welcome and educate new homeowners that move into the community

3) Homeowners' Responsibilities

Specifics of Review: No building (including any type of outbuilding), wall, fence or other structure shall be constructed, erected, or maintained, nor shall any addition or change or alteration be made until all plans and specifications have been submitted to and approved IN WRITING by the Architectural Review Committee.

Any homeowner desiring to change, alter, or add to the exterior of any building, landscaping, fence, wall, residence, structure or projection from any of the forgoing (whether of a temporary nature and whether or not affixed to the ground) must submit a written request

for approval, including plans, specifications and details, to the ARC before starting such work. The plans and specifications must include a description with sufficient detail to enable the committee to determine with reasonable accuracy whether the project will be in harmony with the external design and location of surrounding improvements within Burning Tree.

In order to reemphasize homeowner's responsibilities, the following is a list of items that will guide you when planning projects. This is not intended to be a complete list. The covenants and the guideline detailed below states more clearly homeowner's roles and responsibilities.

- Read, understand and follow the covenants and guidelines
- Early planning of projects to allow time for ARC review and timely completion of projects
- Provide the ARC with professional plans or detailed drawings of all proposals to eliminate ambiguities

4) Submission and Review Process

All owners (including all homeowners, renters, builders, consultants and any other designated representatives) shall comply with the following process, in order to gain approval from the Architecture Review Committee for any new construction and upgrades/updates to the exterior part of your property. Proposals will be responded to within 30 days. Please plan your projects to include approval time. The approval process may be delayed if proposal lacks detail.

Below is the process that should be followed for all projects:

1. Homeowner review covenants and guidelines to ensure that their proposals meet defined criteria
2. Homeowner submits detailed proposal (a scale drawing or professional landscape plan is preferred)
3. ARC reviews proposal
4. ARC performs walk through and/or a committee assessment
5. ARC approves, recommends modifications or denies proposal in writing within 30 days of receipt of the proposal
6. ARC performs a final inspection upon completion of project when necessary

5) Landscape and Exterior Design Guidelines

Burning Tree is a community where diverse interests intermingled creating a need and forum in which various site developments can be evaluated for their impact and harmony with others. Therefore, these Guidelines, pertaining to exterior development and upkeep, have been adopted to provide a basis for consistency of aesthetics, while respecting the natural setting and allowing creative expressions. They should be used as a tool to assist landscape architects and homeowners with their exterior home improvements in the Burning Tree community.

5.1 Landscape Design

The landscaping of each Lot shall be maintained by the Owner in a neat, attractive and well-kept condition, which shall include lawns mowed, hedges, shrubs, and trees pruned and trimmed, adequate watering, replacement of dead, diseased or unsightly materials, and removal of weeds and debris.

Landscape improvements are a key element in a community's overall appearance, property values, and aesthetics. Because of this, a proper landscape design/plan must be submitted to the ARC before any commencement of landscaping is undertaken. The landscape design/plan should, at a minimum, specify plant material, location, species and size. Experienced professionals can aid in attention to earth forms, drainage, irrigation and plant varieties.

5.1.1 Xeriscape Design (amendment adopted May 2017)

Most types of xeriscaping are not consistent with the landscape architecture, character and harmony of our neighborhood. The ARC would always entertain partially removing some grass along the street and or the establishment of berms in the corners of the yard. Limited forms of other landscape design such as shrubs and bushes could also be considered. Each yard must be considered on an individual bases by the ARC.

5.2 Exterior Paint Colors

Establishing acceptable colors for residences within Burning Tree is a highly subjective process; however, color has a definite impact on "harmony of design" The ARC will reserve the right to prohibit a house color that has significant negative or offensive impact on the "harmony of design. In carrying out this policy, the following guidelines are established:

1. ALL exterior house or structure painting requires prior written approval from the ARC.
2. Same color maintenance will still require approval—this will be approved within 24 hrs, but will require written documentation.
3. New siding projects and materials must be approved by the ARC.

5.3 Roofs (See separate roofing guidelines document on Burning Tree website)

The form and materials of a home's roof has much to do with architectural character. Roofing materials should be considered with respect to harmony of color and texture with other materials on the home and adjacent properties.

1. All roofing materials and new roofing projects require ARC approval.
2. Concrete or clay tile, wood shingles or wood shakes, and slate materials are materials of choice, while consideration may be given to certain, high-quality asphalt shingles. Asphalt shingles that will be considered should have a warranty of 40 yrs. (or longer). They should also be classified as dimensional, architectural, high profile, high definition or other terms that indicate it is not a flat asphalt shingle. Adequate samples must be submitted to the ARC for approval
3. Single sheet and low-quality grade asphalt shingles or tiles are prohibited.

5.4 Fences

In an effort to keep an open feeling in the neighborhood no fence, wall or hedge shall be constructed or maintained closer to the front property line or any side property line or any side street property line than the building. No fence, wall or hedge shall be constructed or maintained closer to the rear property line than 10 ft. A privacy fence not exceeding six feet in height shall be permitted, but such fence shall be no longer than 50 linear feet in total and shall comply with previously stated fencing restrictions. Any type of fence or wall must be approved by the ARC before construction, even if all requirements are met.

5.5 Yard Maintenance & Upkeep

Each lot, house, and any other improvements located on such lot, including landscaping, shall be maintained by the owner in good condition and repair. All owners shall mow, cut, prune, and remove from their land any unsightly brush, weeds, or other growth, and shall remove from their land any growth infected with noxious insects or contagious plant diseases. Peeling paint, broken brick or wood should be repaired in short order. All improvements such as landscaping, driveways, mailboxes, etc. should be kept in good condition to maintain the visual harmony of the neighborhood.

5.6 Exterior Lighting

Each residence shall maintain at least one electric post light between the house and the street. The light shall be operated by a photoelectric cell or other automatic devices so that it will be lighted automatically during hours of darkness. The purpose of such lights is to enhance both the security of the neighborhood and its visual attractiveness. Other exterior lighting in addition to that specified may be installed, subject to the following guidelines:

1. The overall physical appearance of the light standard shall match that of existing post lights.
2. The fixture and light source shall be selected and installed so as not to disturb occupants of neighboring residences. In general this will require a size and design that provides relatively low light levels and carefully controlled lighting pattern.
3. Additional exterior lighting must be approved by the ARC.

5.7 Children's Play Equipment

Although play equipment is allowed, size, type, and location can be disturbing to adjacent neighbors. Equipment that includes a playhouse is considered a structure and will not be allowed. We encourage you to discuss any oversized play equipment with your neighbors prior to submitting the request to the ARC.

5.8 Exterior Materials

Any changes to material or structural changes, or improvements to the outside of the house must be submitted to the ARC for review and approval.

5.9 Trash Containers

Refuse, garbage, trash, lumber, grass, shrub or tree clippings, plant waste, compost, metal, bulk materials, scrap, or debris of any kind may not be kept, stored or allowed to accumulate on any lot except within an enclosed structure or appropriately screened from view. All structures and screening must comply with structures and fencing requirements. A container for such materials may be placed outside at such times as may be necessary to permit garbage or trash pickup.

5.10 Wood Storage

All wood (and other storage) piles shall be located and screened from view of neighboring residences and the street. All screening must comply with fencing requirements.

5.11 Equipment

All equipment (mowers, wheelbarrows, etc.), recreational equipment (campers, snowmobiles, etc.), and service yards shall be kept screened so as to be concealed from view from neighboring residences and streets. All screening must comply with fencing requirements. All air conditioning and evaporative cooler units are to be placed in such a manner as to screen them from view of the street and should be maintained by painting or cleaning as needed.

5.12 Signs

With the exception of one "For Sale" or "For Rent" sign not to exceed "8" Sq. Ft. in size, no advertising signs, billboards, unsightly objects or nuisances shall be erected, placed or permitted on any lot.

5.13 Vehicle Parking (Amendments adopted April 2015)

No commercial vehicles, trailers, campers, mobile home or other recreational vehicle may be parked outside of the residential garage or on the street for a period longer than "72" hours. Overnight parking requires approval from the Town of Columbine Valley. No owner or resident shall repair, or permit any other person to repair, any car, boat or other vehicle except in an enclosed area shielded from view of the street and neighboring properties. This provision shall not apply to minor repair and maintenance procedures, which do not exceed 24 hours in duration. No derelict, inoperative, or junk vehicle of any type may be parked in any street or property, or open to public view for a period of more than 72 hours or it will be towed away at the owner's expense. There is to be no overnight parking of any vehicles on the streets within Burning Tree without approval from the Town of Columbine Valley.

5.13A -- Parking of personal vehicles at the Pool or Tennis parking area: Parking of any trailers, campers, or any type of personal vehicle at the Tennis or Pool parking area for more than 48 hours without being moved is prohibited.

5.13B -- Holiday guest parking at the Pool or Tennis parking area: Any homeowner having holiday guests requiring parking for campers or motor homes will be required to notify a member of the ARC or a Board member of the expected length of stay--not to exceed more than 72 hours. Extensions must be approved.

5.14 Decks and Patios

Homeowners are responsible for maintenance and repair of their decks and patios. Any changes and/or additions to decks and patios should be submitted to the ARC for approval.

5.15 Flag Poles

Flag poles are permitted and do require approval from the ARC. Flag poles must also comply with the Town Ordinances and are not to exceed the height of the roof line of the house built on the lot where the flag pole is located.

5.16 Nuisance

No noxious, offensive, noisy, or dangerous activity shall be carried on upon the properties or common areas, nor shall anything be done or placed thereon which may become a nuisance, or cause unreasonable embarrassment, disturbance, annoyance or danger to other owners.

5.17 Use of Land

None of the lots within Burning Tree may be improved, used or occupied for other than private residential (single family) purposes. No business of any kind that requires service vehicles or generates unnecessary traffic shall be conducted in or from any residence within Burning Tree.

5.18 External Antennas & Satellite Dishes

No exterior television, cable, or radio antennas of any kind shall be placed, allowed or maintained on any portion of the improvements on any lot. The only exception is the small direct broadcast satellite dishes (one meter or smaller) and must be installed in such a manner to minimize their visibility from the front of the house and adjacent properties. A permit is required from the Town as well as ARC approval.

5.19 Pets

Homeowners may have up to two dogs and/or cats. Dogs must be kept on a leash or in the yard of the owner and not allowed to run free within the community. All pet owners are responsible for animal waste cleanup. Pet owners should be considerate of all neighbors by minimizing noise nuisance, particularly during the nighttime hours.

6) Landscaping Project Duration (amendments adopted January 2016)

In the interest of all Owners, landscape and exterior projects should be completed within 120 days or by special approval by the ARC.

6.1 Use of Rolloff/Open Top Dumpster

Rolloffs or open top dumpsters are allowed in Burning Tree with the following guidelines. The BTARC should be notified two weeks in advance. The dumpster should be used for no more than 30 days. If a longer time is necessary it must be approved by the BTARC. For our children's safety and due to the fact that the container is difficult to see around, the dumpster must be stored on your driveway. Street storage must be approved by the BTARC.

6.2 Storage Pods

In the event that Storage Pods are used for moving in or out of your home in Burning Tree, they should be used for no more than 14 days. If a longer time is necessary it must be approved by the BTARC.

7) TO CONTACT A MEMBER OF THE ARCHITECTURAL REVIEW COMMITTEE,
REFER TO YOUR LATEST EDITION OF THE BURNING TREE NEWSLETTER.