



WEST RANCH ARCHITECTURAL COMMITTEE

Introduction, West Ranch Association Declaration,
Procedures for Approval, Enforcement and
Property Improvements

Welcome to the West Ranch Architectural Committee

The following is an explanation of the function of the Committee, and the Rules and Regulations as set forth by the Architectural Committee and approved by the West Ranch Board of Directors. The Architectural Committee, and West Ranch residents will benefit from creating a collaborative environment to ensure that improvements and maintenance are compatible with standards established for West Ranch, thereby protecting all homeowners' financial investment.

The Architectural Committee shall always consist of three or five members who shall be appointed by the Board of Directors. The Board may reduce the number of members of the Committee to three and increase it to five as often as it deems necessary. Each member of the Committee shall hold office until such time they have resigned or have been removed, or their successor has been appointed. Members of the Committee may be removed at any time without cause by the Board of Directors.

The Architectural Committee and/or its designated representative shall review all applications for improvements and alterations and approve or disapprove, based on the proposed improvement being in harmony with, and not detrimental, to the rest of the community. If deemed appropriate, the Committee may grant a variance to the rules consistent with the Master Declaration of Covenants, Conditions, and Restrictions.

The Architectural Committee will respond to all requests for a hearing regarding covenant enforcement and violations. Once heard, the ruling of the Architectural Committee shall be executed by the residents in a timely manner, as outlined by the Architectural Committee.

Rules, Regulations, and Procedures are dynamic in nature. As new issues surface or innovative ideas emerge, new regulations are added, inappropriate ones deleted, and many simply amended or updated. This document supersedes all previous versions. It has been, and will continue to be, revised and updated as needed.

If a question ever arises as to the correct interpretation of any terms, phrases, or language contained in this document, the Architectural Committee's or the West Ranch Board of Director's interpretation shall be binding.

West Ranch Association Declaration of Conditions and Restrictions

SECTION 3.06 Repair of Buildings

No Improvement hereafter constructed upon any land within West Ranch shall be permitted to fall into disrepair, and each such Improvement shall always be kept in good condition and repair and adequately painted or otherwise finished by the Owner.

SECTION 3.07 Improvement and Alterations

There shall be no construction other than repairs pursuant to Section 3.06 above, excavation, alteration which in any way alters the exterior appearance of any Improvement, or removal of any improvement without the prior approval of the Architectural Committee.

Improvement or alteration shall mean any structure and all appurtenances thereto of every type and kind, including but not limited to buildings, outbuildings, patios, decks, antennas, driveways, fences, screening walls, retaining walls, landscaping, exterior air conditioning equipment, poles, signs, and painting. If approved, all work must begin within six months from date of approval.

Section 8.03: Review of Proposed Construction

The Committee may also issue Rules or guidelines regarding anything relevant to its functions, including but not limited to minimum standards, procedures for the submission of Plans and Specifications for approval, and fines or other reasonable penalties for prosecution of work in violation of Article 8 of the West Ranch Association Rules and Regulations.

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This is a comprehensive list of possible improvements, however, if there is any question that pertains to a particular improvement not listed, residents are required to contact the Architectural Committee prior to starting a project.

PROCEDURES FOR APPROVAL AND ENFORCEMENT

1.01 General

It is the responsibility of the homeowner to acquire all necessary permits, adhere to Jefferson County regulations, and to NOTIFY ADJACENT PROPERTY OWNERS. It is also the responsibility of the homeowner to follow these Rules, Regulations, and Procedures.

We assume the work you request is the work that will be completed. All work shall be subject to review by the Architectural Committee. Any unapproved work or violation of these Rules, Regulations, or Procedures shall be subject to rules enforcement.

Drainage. There shall be no interference with the established drainage patterns affecting open spaces, neighboring properties or road frontage over any property within West Ranch, except by the Association, unless adequate provision is made for proper drainage and approved by the Architectural Committee.

1.02 Submittal and Approval

It is important that you **DO NOT START WORK PRIOR TO RECEIVING ARCHITECTURAL COMMITTEE WRITTEN APPROVAL.**

Approvals are good for six months from the date approved. All work, once begun, should be completed in a timely manner, not to exceed six months. If more time is needed, approval must be received by the Architectural Committee.

A violation of the Rules, Regulations and Procedures will follow the Rules Enforcement Policy and a submittal for Architectural approval shall not negate the current violation, enforcement, or fines. If you're working on an approved project and require additional time to complete the project, please contact the Architectural Committee.

All reviews will be made on an individual basis. It is important to note that an improvement approved on one property may not be approved on another.

A record of past Architectural Committee requests with their outcomes will be available to all homeowners at the Front Gatehouse. These records may be reviewed on site by any homeowner.

Note: Per the Access to Association Records Amended Resolution 90-05: "Records maintained by the Association may be withheld from inspection and copying at the Board's discretion to the extent that they are or concern: A. Architectural drawings, plans, and designs, unless released upon the written consent of the legal owner of the drawings, plans, or designs..."

Submittal

- 1) Login to the westranch.org website and click on the Architectural Committee link to view the submittal process.
 - 2) Gather the required documents and a photo of the area where the improvement will be made prior to completing a submittal request that includes the type of project and start and end dates.
 - 3) Email your request along with any relevant photos and documentation to the current Architectural Committee Chair. The current Chair can be found on the West Ranch website.
- You may submit a hard copy application if you prefer and mail to or drop off at the Gate House.

Review

The Architectural Committee is committed to providing an answer whether approved, declined, or more info is needed within 30 days of the completed submittal date. For emergency work and repairs requiring approval, the Committee will respond within a reasonable amount of time given the situation but will not exceed five (5) days. Submittals missing the basic required information, or submittals that require additional information or documentation, will not be considered complete and ready for review until all requested documentation is received. If the information is not received within 30 days of request the submittal will be declined.

Reviews of requests are scheduled approximately every two weeks.

The Architectural reviews are conducted by a member of the Architectural Committee (the designated "Architectural Consultant") second and fourth Thursday of each month, unless notified in advance of an immediate need. Some project requests such as home additions, special paint colors, variances, etc. will require full Committee review.

Results

After the review, homeowners receive an emailed response with one of the following results:

Approved: Your project approval is good for six months from the date approved. If you require more time, approval from Staff or the Architectural Committee is required.

Resubmittals may be required for any project not started within the six-month approval period.

Approved with Conditions: Your project is conditionally approved. Conditions must be met during the completion of your project.

Declined: Your project cannot be approved and will need to be resubmitted with compliant components.

Needs More Information: The Architectural Committee or Architectural Consultant

needs additional documentation to make their decision.

1.03 Rights of Appeal

If a homeowner who has sought approval of proposed work does not agree with a decision of the Architectural Consultant regarding their submittal, that homeowner may appeal the decision to the full Committee in person or by written request submitted not more than 15 days after the decision is issued. No appeals will be entertained after such date, and no appeals by homeowners who are not parties to the submittal will be entertained. The Architectural Committee shall notify the West Ranch Board of any appeals request and the outcome.

1.04 Variances

The Architectural Committee may authorize variances from compliance with any of the architectural provisions of this document or any supplemental document, including restrictions upon height, bulk, size, shape, floor area, land area, placement of structures, setbacks, building envelopes, colors, materials, or similar restrictions, when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental consideration may, in its sole and absolute discretion, warrant. Such variances must be evidenced in writing and must be signed by at least a majority of all the members of the Committee. If such a variance is granted, no violation of the covenants, conditions or restrictions contained in this document or any Supplemental document shall be deemed to have occurred with respect to the matter of which the variance was granted. The granting of such a variance shall not operate to waive any of the terms and provisions of this document or for any purpose except to the particular property and particular provision and in the instance covered by the variance.

1.05 Enforcement

Inspection Policies and Procedures

All violations of the Association Declaration, these Rules, and the other governing documents are subject to these enforcement procedures.

Large Project Inspections

Large projects may be reviewed during proactive inspections throughout the duration of the project.

Complaint Follow-Up

Verification of a complaint must be conducted in a consistent manner. Gathering data must be fair and impartial. Compliance can be verified from the street, greenbelts, or open space. The reporting party may be required to provide evidence of the complaint on the record to the Community Administrator and should include:

- 1) The address of the perceived violation.
- 2) A description and/or photo of the concern including the location on the property.
- 3) The name and contact information for the complainant.

Should a complainant invite staff on to their property or provide photos to validate a violation, they put themselves on the record for the complaint and resolution. These scheduled inspections will be conducted with the written permission of the homeowner to access the property for the date and time permitted.

Deferments

The following violations are enforced by Jefferson County:

- 1) Issues regarding domestic animals must be reported to Jefferson County Animal Control (303-271-5070). In some situations, the West Ranch Board will send a courtesy letter to the owner regarding the complaint.
- 2) Excessive noise may be reported to the Jefferson County Sheriff Department. (non-emergency 303-277-0211).
- 3) Home Occupation and Light Nuisance inquiries may be reported to Jefferson County Planning and Zoning.

II. PROPERTY IMPROVEMENTS

Following is an alphabetical listing of a wide variety of specific types of improvements which homeowners typically consider installing. All projects submitted for approval require an application form and, unless otherwise specifically stated, detailed drawings, plans, or other applicable information submitted to the Committee and the written approval from the Architectural Committee obtained before the improvements are begun. **If you have an exterior improvement not listed below**, Committee approval is required.

2.01 Accessory Buildings

Architectural Committee approval is required.

Accessory buildings include storage sheds, greenhouses, equipment buildings, barns and other buildings not directly attached to the residence. Visual impact on the community and neighboring properties is considered when locating any accessory building.

Accessory Building Construction Rules

- The building shall be located at least 100 feet from any property line or a greater distance as required by County zoning in the neighborhood.
- Applicants are advised to check with the Jefferson County Zoning Department to confirm required setbacks prior to submitting application as zoning requirements vary by neighborhood.
- All proposed structures that will become visible to neighboring lots require the ACC to notify in writing those owners affected two weeks prior to any approval for construction proceeding. The ACC will consider infringements on neighboring properties, West Ranch right of ways, and building envelope compliance in the approval process. It is the intent that approving structures under this section retains architectural consistency to preserve the property values of West Ranch. (WR 1998, para.)
- The location of barns, corrals, and horse pastures should be situated and maintained in such a manner to minimize odors and visual or aesthetic disturbance to neighboring properties. (WR 1998)
- Any utilities to accessory buildings shall be underground.
- Only one shed/building of each type may be installed per residential lot.

- Sheds, barns, and any other accessory structure, with the exception of greenhouses, shall be compatible with the architectural style of the house. Roofing, and colors, shall match that of the residence.
- Greenhouse roof height shall not exceed 12 feet above ground level to ridge, and the building shall not exceed 100 square feet in floor area and must be kept in good repair.
- Pre-manufactured Sheds, Storage Cabinets, and Storage Chests over 3 feet tall and visible from the road, open space or neighboring properties, require Architectural Approval and shall be placed in an unobtrusive location. Units larger than what is described here shall be defined as a shed.

Submittal shall include:

- ✓ Site Plan showing the proposed location in reference to property line setbacks
- ✓ Photo, rendering and/or manufacturer's spec sheet for the building to be installed
- ✓ A description of dimensions, materials, and paint swatches
- ✓ A photo of the house.

2.02 Additions, Expansions, and New Building Construction

Architectural Committee approval is required.

Additions and expansions altering the exterior of any property will require submittal of detailed plans and specifications for approval by the Architectural Committee. It is the responsibility of the homeowner to acquire all necessary permits and adhere to Jefferson County regulations.

New Building Construction will require submittal of detailed plans and specifications for approval by the Architectural Committee. It is the responsibility of the homeowner to acquire all necessary permits and adhere to Jefferson County regulations.

- New construction of a primary residence shall be located at the location of the original building envelope. (WR 1998) Other residential structures shall be located at least 100 feet from any property lines and situated to minimize the visual impact on neighboring properties, open spaces and the road.
- Primary residence structures must be at least 2000 square feet with at least 1200 square feet on the main floor. Minimum square footage requirement excludes garages and porches, or any unattached structure. (WR 1998, para.)
- New construction of any residential structure should take into consideration natural and final grade of the lot, location, natural features such as rock outcroppings, drainage on and off site, vehicle access and off-street parking, views and privacy for the residence and any neighboring residences, wildfire safety. The intent should be to work within natural site characteristics and minimize impact on neighboring lots. (WR 1998)
- The height of any residential structure shall not exceed 35 feet measured from the lowest finished grade around the building at five feet from the building wall to the highest point of the roof. Where a walkout basement is warranted by the natural topography, the measurement shall be an average height of the four major corners measured from lowest finished grade five feet from each corner to the highest point of the roof. (WR 1998)
- Exteriors should be in keeping with the natural surroundings, fire resistant, and selected to achieve a complete architectural statement. (WR 1998, para.)

- Electric panels and any utility panels should be recessed and enclosed. Any enclosure should match the exterior of the home. (WR 1998, para.)
- No more than one foot of exposed concrete may be exposed at any given elevation. (WR 1998, para.)
- The minimum roof pitch required on a major roof form is 4:12. The pitch of lesser elements such as dormers, porches, etc., may be lower if required by the design. The roof pitch of a major roof should not exceed 12:12. Expansive roof areas should be broken by varied heights, elevations or other elements. (WR 1998)
- All garages and garage spaces shall be enclosed. Garages must have a minimum of two spaces and coordinate with the residence to achieve a cohesive architectural design statement. Garage doors should be equipped with automatic garage door openers and have an exterior surface that coordinates with the architectural design of the structure. (WR 1998, para.)
- No shades of white, yellow or pastel colors shall be allowed on any structure exterior. All exterior painting must conform with 2.22 (WR 1998, para.)

Submittal shall include:

- ✓ Site and grading plan showing location of addition and setbacks
- ✓ Floor plans
- ✓ Exterior elevations
- ✓ Description of all materials and colors including paint chips/swatches
- ✓ A rendering of how the final product is intended to look
- ✓ Engineered foundation plan
- ✓ A review fee of a minimum of \$250 must accompany submittal

2.03 Address Numbers

The address number posts are supplied and maintained by West Ranch Homeowners Association. No change or modification is allowed. Any issues should be communicated to the Association.

2.04 Air Conditioner and Evaporative Cooler Equipment

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

No equipment is permitted on roofs or on fronts of homes. Evaporative coolers must be installed on ground or in a first-floor opening.

Submittal shall include:

- ✓ Manufacturer's spec sheet of the unit
- ✓ A plot plan showing location of unit
- ✓ A photo of the house from the street with the proposed location of the unit marked
- ✓ A description and image of proposed screening
- ✓ Screening will be required if unit(s) can be seen from street, neighboring properties or open space.

2.05 Artificial Turf

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

The following rules shall apply:

- A landscape buffer shall surround the turf area
- Color will be compatible with natural turf and be dual, tri, or quad color

See Landscaping Section 2.34

Submittal shall include:

- ✓ Site and grading plan, showing location of installation
- ✓ Landscaping plan showing the proposed layout including edging and other materials
- ✓ 1 foot square sample of the proposed turf

2.06 Awnings

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

Awnings shall be compatible with the color and architectural style of the house.

Submittal shall include:

- ✓ Manufacturer's spec sheet of awning to be installed
- ✓ Fabric color swatch or color photo of pattern/design
- ✓ Photo of the location of proposed installation

2.07 Bee Keeping

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

An architectural submittal is required for a hive.

Submittal shall include:

- ✓ Site plan, showing location of hive with setbacks
- ✓ Photo of the location of the proposed hive
- ✓ Rendering/Example of what the hive is to look like with measurements, colors, and materials

Bee keeping is allowed in accordance with Jefferson County Zoning Resolution Section 5.

A Miscellaneous Permit must be obtained from Planning and Zoning for the keeping of bees.

2.08 Below Ground Installations

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

All below ground structures, including but not limited to, pools, cellars, and shelters, shall be submitted for approval if visible from the road, open space or neighboring properties or if it alters the original design/structure of the home.

Submittal shall include:

- ✓ Site and grading plan, showing location of addition and setbacks
- ✓ Floor plans
- ✓ Exterior elevations showing all materials and colors

- ✓ Engineered foundation plan

2.09 Birdhouses and Birdfeeders - Permanent Installations

Architectural Committee approval is not required for permanently installed bird feeders and birdhouses.

2.10 Clothes Lines

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

Retractable clotheslines screened as much as possible from adjacent properties, streets, and open spaces are allowed but must be restored to a closed position when not in use.

Submittal shall include:

- ✓ Site plan showing where the unit will be installed
- ✓ Color photo of the unit to be installed

2.11 Composting Equipment

Architectural Committee approval is not required.

2.12 Curb/Boundary Markers – Snow Boundary Markers/Stakes

Architectural Committee approval is required for permanent (Year-Round) applications if visible from the road, open space or neighboring properties.

Submittal shall include:

- ✓ Site plan showing where the units will be installed
- ✓ Color photo of the unit to be installed

Architectural Committee approval is not required for temporary/seasonal applications

The following rules shall apply to temporary/seasonal applications:

- Curb Markers-Snow Boundary Markers/Stakes shall not be installed prior to first snowfall or October 1st, and shall be removed after the winter season, no later than June 1st.

2.13 Decks (New, expanded, altered, and replacements)

Architectural Committee approval is required.

Submittal shall include:

- ✓ Site plans showing location of deck in reference to setbacks, and measurements
- ✓ Description and examples of all materials and colors, including decking, railings, support materials (posts/pillars), lighting, speakers, televisions, and permanent grills/kitchens/fireplaces/firepits, etc.
- ✓ Any roof or screening plans
- ✓ Color photo of the existing area to be improved

In Some instances, additional information may be required, including:

- ✓ Floor plans
- ✓ Grading Plans
- ✓ Exterior elevations
- ✓ Photo/renderings of the proposed deck

2.14 Demolition and Reconstruction Projects

Architectural Committee approval is not required-

All construction debris shall be screened from view and removed on a timely basis.

2.15 Dog Houses - Architectural Committee approval is required if visible from the road, open space or neighboring properties.

Colors and materials shall match residence. Maximum size

shall be 4 feet x 4 feet in width and length and not more than 4 feet to highest point.

Architectural Committee approval is not required.

2.16 Dog Runs - Architectural Committee approval is required if visible from the road, open space or neighboring properties.

All Dog run fencing must be attached to the perimeter fence or dwelling unit.

Submittal shall include:

- ✓ Site plan showing location of dog run with proposed dimensions
- ✓ Photo of the location

2.17 Doors: External Entry

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

Unfinished doors are not permitted.

Submittal shall include:

- ✓ Photo of current door
- ✓ Style, material, color, and manufacturer's spec sheet for door to be installed

2.18 Driveways/Concrete Work/Sidewalks/Patios

Architectural Committee approval required if visible from the road, open space or neighboring properties.

Driveways and flatwork (paths/sidewalks/patios) must be always kept in good condition.

Excessive chipping, spalling, cracks, and movement will require replacement of driveway and/or flatwork as defined above

Submittal shall include:

- ✓ Site and grading plan, showing location of driveway/concrete work (patios, paths, etc.)
- ✓ Footprint plans including dimensions
- ✓ Materials and colors, manufacturer's spec sheet, or photo of color/style (pavers, stamped, or pigmented concrete)
- ✓ Photo of the location to be improved

2.19 Electric Vehicle Charging Stations

Architectural Committee approval is required for all exterior installations if visible from the road, open space or neighboring properties.

Electric Vehicle Charging Stations shall be installed inside the garage, or affixed to the house in as non-conspicuous location as possible. Charging cords must be neatly stored at all times when not in use.

Submittals should include:

- ✓ Location of charging station(s)
- ✓ Picture of where the charging station(s) are to be located
- ✓ Manufacturers specifications on the equipment (including pictures)

2.20 Exterior Painting

Architectural Committee approval is required.

Submittal of colors is required even if proposed color scheme is the same as the existing. Paint colors should be in neutral or dark shades that reflect the natural surroundings. No shades of white, yellow or pastels shall be allowed.

Submittal shall include:

- ✓ Name of paint brand and finish
- ✓ Color selection including color, brand name, and code for field, trim, and accent colors
- ✓ A description and/or visual reference for accent color locations must be included
- ✓ Paint Chips, photos, or examples of colors
- ✓ Recent photos of all four elevations (sides) of the house.
- ✓ A resident may be asked to paint a 2 foot by 2 foot or larger sample on the house in a visible location as needed for reference Exterior paint should be always kept in good condition. Excessive fading, peeling, chipping, or wear shall constitute the need to repaint. When maintaining and touching up exterior paint, the entire elevation needs to be painted if touch up doesn't match field (i.e. fresh paint on faded field). When painting your house all roof vents and jacks need to be painted to match the roof materials.

Maintenance to existing paint (touch up) does not require Architectural Committee approval.

2.21 Temporary Fencing

Architectural Committee approval is required for all installation of temporary fencing if it is visible from the road, open spaces or adjoining properties.

Temporary fencing and protective fencing shall be neatly installed, well maintained, and have the least visual impact possible. Garden fencing shall be removed at the end of the growing season, including posts, supports and structures. Posts may be wood (natural or stained to match existing landscaping/architecture), green or black metal.

Weld wire may be used for temporary fencing material. Other materials will be reviewed on a case-by-case basis.

Submittals Shall Include:

- ✓ Site plan showing where the fence is to be installed
- ✓ Photo of existing fence or location

2.22 Firewood Storage

No more than one cord of wood (stacked wood measuring 4 feet tall, 8 feet wide, and 4 feet

deep) shall be stored within view of the road, open space or neighboring properties on any residential lot at any given time. A reasonable amount of stored wood for home heating purposes will be allowed provided it is not visible from the road or adjoining properties. Stored wood shall be neatly stacked and placed as unobtrusively as possible at a minimal distance of 15 feet - when possible - from any combustible structure or accessory building.

Temporary coverings, such as tarps are not allowed to cover stored firewood.

Architectural Committee approval is required for any covering or storage solution for firewood. A structure may be built to store the firewood but must meet the following criteria:

- If covered, roof must match that of the house.
- May not be larger than 100' square feet in size.
- May not exceed 8' in height.
- For sided applications it must match the colors of the house.
- Shall not alter historical drainage into neighboring properties.

Any temporary storage solution or housing must also be approved by the Architectural Committee and will be reviewed on an individual basis. All temporary storage solutions and housing must be kept in good condition or will be deemed 'unsightly'.

No more than 5 cubic feet of firewood may be stored near the residence and must be kept neatly stacked and placed as unobtrusively as possible.

Please visit the Firewise rule 2.26 for additional information.

2.23 Fire Pits

Architectural Committee approval is required.

Permanent installation Fire Pits must be integrated into a landscape, patio, or deck plan. See also Landscaping Section 2.34

Submittal shall include:

- ✓ Site plan showing proposed location for installation including setbacks to the property line
- ✓ Plans showing fire pit structure as part of the landscape, patio, or deck plan
- ✓ Photo or rendering of what the fire pit will look like
- ✓ A description of materials and colors

Firewise – Mitigation and Safety

2.24 Flags and Flagpoles

Architectural Committee approval is required for in-ground flagpoles if visible from the road, open space or neighboring properties. All flagpoles must adhere to the following criteria:

- Shall be a maximum of 30 feet from the primary residence
- May not exceed the 20 feet in height
- May not be illuminated without prior Architectural Committee approval.

Committee approval is not required for flagpoles if they are a type which projects from the house, is mounted on the first story, and does not exceed 6 feet in length.

Submittal shall include:

- ✓ Site showing location of the proposed installation.
- ✓ Photo or manufacturer's spec sheet of the unit to be installed.

Architectural Committee approval is not required for professionally made – noncommercial flags with the following criteria:

- The maximum allowed flag size is four (4) feet x six (6) feet.
- The maximum number of flags is two (2) per property.
- Flags must be mounted to an approved flagpole.
- No flags bearing commercial messages are allowed.
- Only professionally made flags will be allowed.

See also: C:\1310_enr.txt (colorado.gov)

2.25 Garage Doors - Replacement

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

Unless approved otherwise by the Committee, garage doors shall match the field or trim color of the house.

Submittal shall include:

- ✓ Manufacturer's details including panels, windows, and hardware
- ✓ Proposed color and material
- ✓ A photo of the house
- ✓ A rendering of what the proposed door will look like on the house

2.26 Gardens (Vegetable)

Architectural Committee approval is not required unless the garden is visible from the road, open space or neighboring properties.

- Per Firewise guidelines we highly recommend keeping gardens at least 5' away from the foundation of your home.

2.27 Gazebos

Architectural Committee approval is not required unless it is visible from the road, open space or adjoining properties. A gazebo is generally a detached, open, six to eight-sided structure.

Submittal shall include:

- ✓ Site plan of the property
- ✓ Elevation plan of the structure
- ✓ Materials and dimensions

2.28 Holiday Decorations and Lights

Architectural Committee approval is not required for temporary Holiday Lighting Installations.

- Holiday lighting installations may be illuminated no earlier than one month in advance of the holiday and must be turned off within one week following the holiday.
- For December holidays, lighting shall not be illuminated before November 1 and shall be turned off by February 1.
- With the exception of December holidays, temporary decorations and lighting may be put up no earlier than one month in advance of the holiday and must be taken down

(not simply unplugged or turned off) within one week following the holiday.

- Holiday lights include but are not limited to colored bulb (multi, single color, and changing color) and clear bulb string lights, colored spotlights, icicle lights, laser/projector lights, net lights, and novelty string lights.
- Please keep in mind the safety and health of West Ranch's wildlife when planning your holiday decorations. Loose lighting can easily get caught in antlers.
- Any holiday decorations that are affixed to, or located on, the roof of a residence – with the exception of December Holiday string lights as defined above – requires Architectural Committee approval prior to installation if visible from the road, open space or neighboring properties.
- Holiday decorations or equipment to install holiday decorations or lighting are not permitted to be displayed year-round (this includes gutter clips, wreaths, etc).
- See also Jefferson County Zoning Resolution Section 12: Zoning Resolution | Jefferson County, CO (jeffco.us)

2.29 Hot Tubs/ Pools/ Swim Spas

Architectural Committee approval is not required unless visible from the road, open space or adjoining properties.

Above ground pools larger than a child's wading pool are not permitted.

2.30 Household Pet Enclosures

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

Cat patios, rabbit hutches, and any exterior covered domestic animal enclosures must be small in size and as inobtrusive as possible. Colors and materials shall match residence. Size and location may be limited. Chicken coops are not permitted, see Community Rules 3.05 Animals.

See also Dog Runs section 2.16.

Submittal shall include:

- ✓ Dimensions and materials
- ✓ Photo of the proposed location
- ✓ Manufacturer's spec sheet, drawing, or photo of the proposed installation

2.31 Landscaping (New, expanded, or altered)

Architectural Committee approval is required if visible from the road, open space or neighboring properties.

Any form of landscaping, such as retaining walls, sidewalks, gravel, rock, impervious surface material, structures, grass, trees, and shrubbery shall have Committee approval prior to installation, and thereafter be carefully maintained.

Landscaping:

- Design elements such as, but not limited to, rock, boulders, engineered block must be natural color. Mulch must be natural/brown in color. No red or black dyed mulch will be permitted.
- Pine Needles and Pine Cones are not approved ground cover and are a fire hazard and must be kept clear and always picked up.

- Trees and Shrubs must be pruned back and/or cleared from the road frontage.
- Permanent irrigation should be underground and not visible.
- Lawns and landscaping should be always kept in healthy condition.

The committee seeks to achieve an aesthetically pleasing balance of planting and hardscape material within the lot. See also Artificial Turf Section 2.05.

Submittal Shall Include:

- ✓ Plot plan showing the location of work
- ✓ List of planting materials and ground cover
- ✓ Illustration showing the work to be completed

2.32 Landscaping - Xeriscaping (New, expanded, or altered)

Architectural Committee approval is required if visible from the road, open space or neighboring properties. Visual impact will be considered when reviewing any Xeriscape submittal.

Xeriscaping is the art of designing and arranging landscapes to minimize or eliminate the need for irrigation. The idea is to use natural materials and plants that don't require a lot of irrigation.

Xeriscaping Tips:

- Use hardscape (pathways, patios, decks) to define flow and function, maximizing outdoor use and functionality and minimizing water usage.
- Boulders can be installed to enhance aesthetics.
- Dry streambeds can be installed to direct surface runoff and/or enhance aesthetics.
- Use drip systems for plantings.
- Install an automatic irrigation system utilizing water conservation technology, including a rain sensor.
- Group Plants together with similar water requirements.
- Install rock and/or wood mulch for groundcover in planting areas.

Xeriscape Rules:

- Design elements such as, but not limited to, rock, engineered block, and mulch must be natural in color. For example - no red or black mulch will be permitted.
- Landscaping shall include mulch and/or rock, and additional plantings such as trees, bushes, plants or ornamental grasses or other items of interest.
- The design of the landscaping should integrate into the architecture of the home and the surroundings.
- Elements of height should be integrated into the xeriscape to bring visual interest to the landscape during all seasons of the year. This can be done with boulders, larger rocks, trees, bushes, and ornamental grasses.
- Firewise recommendations should be followed whenever possible.

Submittal shall include:

- ✓ Site plan and photo showing proposed landscaping location, and placement of elements within the landscape design.
- ✓ Dimensions of landscaped areas.
- ✓ Planned items to be located in the landscaping including, but not limited to, trees, shrubs, flowers, grass, boulders, etc.

- ✓ All materials to be used to create the landscaping including, but not limited to, retaining walls, boulders, rock, mulch, flagstone, hardscapes, etc.
- ✓ Any planned temporary protective fencing (must be removed at the end of the growing season for Annual plants).

The committee seeks to achieve an aesthetically pleasing balance of planting and hard-scape material within the lot.

2.33 Latticework and Privacy Screens

Architectural Committee approval is required for any application, including latticework, trellis, privacy screening (free standing and attached to patio, deck or home) if visible from the road, open space or neighboring properties.

Privacy screening may not exceed 6' in height (from original grade) unless approved by Architectural Committee.

Acceptable materials for privacy screening include (but are not limited to): Wood, metal, glass, and stone – subject to Architectural Committee approval. Screening should blend with the existing structures on the property and the natural landscape. No white, yellow or pastel screening is permitted.

Submittal shall include:

- ✓ Site plan and photo(s) showing location(s) of installation.
- ✓ Dimensions, materials, and colors.
- ✓ Photo or rendering of how the final installation is intended to look.

Lattice may not be installed on or attached to a fence to increase height or screening capability.

2.34 Lights and Lighting

Architectural Committee approval is required for Permanent Lighting Installations that are affixed to the residence. This includes, without limitation, whole-home, under-eve installations (such as Jellyfish), and fixtures hardwired into the home. See also 2.31 Holiday Decorations and Lights.

Under-Eve Lighting Rules – During National Holidays:

- Entire home may be lit one month prior to Holiday, and must be turned off within one week following the Holiday.
- For December Holidays, home may be lit November 1st through February 1st.
- Lights left on past 12 am may not be animated or in motion.

Under-Eve Lighting Rules – General:

- Entire home may be lit only for National Holidays as stated above.
- Strategically positioned lights may be left on (corners of home, over porch, etc), however, it must be white in color and may not be animated or in motion.

Architectural Committee approval is not required for landscape and decorative exterior lighting if conservatively designed, is reasonable in size, and is installed to limit light trespass to adjacent properties, and open space and is not directed onto adjacent properties or lands. Light trespass or wash over will be subject to Architectural Committee interpretation.

Decorative lighting includes, but is not limited to, bistro string lights, string lights, net lighting, lanterns, and sconces and is subject to the Architectural Committees interpretation.

Decorative lighting shall be turned off after 12 a.m. unless the space in which the lighting is located is actively being occupied/used.

Landscape lighting includes, but is not limited to, stair lights, post lights, landscape lights, and path lighting and is subject to the Architectural Committees interpretation.

Security Lighting Rules – Flood Lights and Spotlights:

- Must be motion sensor enabled.
- May not remain on for long periods of time.
- Must be downward facing to limit light trespass and wash over onto adjacent properties and lands.

See also Jefferson County Zoning Resolution Section 12. Zoning Resolution | Jefferson County, CO (jeffco.us). See also Holiday Decorations and Lights Section 2.31.

2.35 Mailboxes and Mailbox posts:

Architectural Committee approval is required.

- Boxes must have a bronze or black finish and match the style of existing, approved mailboxes in the community. Mailbox and post color requirements may be altered from time to time. Please consult with ACC and confirm prior to installation or painting/staining.
- Boxes on a shared post must match in style and size.
- Wood posts must be of the approved style, color and scale
- Professional numbers on the side(s) are allowed, however may not exceed 4" in height and shall be white, gray, bronze or black in color.
- Vinyl or plastic posts are not allowed.
- Mailboxes may not have any moving parts (such as wings of a duck).
- Oversized mailboxes are not allowed. Oversized is defined as a mailbox exceeding 22 inches in length, 12 inches in width, and 10 inches in height.

2.36 Patio Covers/Pergolas (New, expanded, and altered)

Architectural Committee approval is required.

Shall be compatible with the color and architectural style of the house.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Roofing style, shingles, and pitch
- ✓ Photo or rendering of how the final installation is intended to look

2.37 Patio Enclosures (New, expanded, and altered)

Architectural Committee approval is required.

Enclosures of existing covered patios and decks shall be in harmony with the existing structure.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Roofing style, shingles, and pitch

- ✓ Photo or rendering of how the final installation is intended to look

2.38 Playhouses

Architectural Committee approval is required.

Playhouses must be constructed and/or covered with the same materials as the exterior of the home. Roofing materials shall match the roof of the residence. Pre-manufactured plastic playhouses will be considered on an individual basis. Height of roof shall not be over 8 feet above ground level to ridge, and the building shall not exceed 100 square feet in floor area. The building shall be located 3 feet from any property line or a greater distance as required by County zoning in the neighborhood. Applicants are advised to check with Jefferson County Zoning Department to confirm required setbacks prior to submitting application as zoning requirements vary by neighborhood. Any utilities to such buildings shall be underground. Plastic playhouses designed for outdoor use shall not exceed 4'x6'x7' high and shall be placed in an unobtrusive location. Additional screening may be required.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

2.39 Play and Sports Equipment

Architectural Committee approval is required for permanent installations.

Play and Sports Equipment must be placed out of sight of the road, open space or neighboring properties whenever possible.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

Basketball Backboards/Goals

- Mounted on house - Backboard shall be of a standard size. Architectural Committee approval is not required.
- Backboards, posts and nets must be kept in good condition.
- Nets must be black or white to blend into the surroundings.
- Posts shall be black.
- Fixed free-standing - Backboard shall be of a standard size. Architectural Committee approval is required. Submittal shall show location. Placement in or adjacent to the street is not permitted. Location shall be at least ½ the length of the driveway away from the street.
- Portable free-standing – when not in use goal shall be stored in an upright position at least ½ the length of the driveway away from the street. Architectural Committee

approval is not required.

Play Structures: Architectural Committee approval is required.

Submittal shall include:

- ✓ Dimensions and materials
- ✓ Photo of the proposed location
- ✓ Manufacturer's spec sheet or photo of the proposed installation

Trampolines: Architectural Committee approval is not required.

- Only one trampoline is allowed per residential lot.
- Shall not be placed within a 5 foot setback.
- Please consider your neighbors' views and any noise factor when choosing a location for your trampoline.
- Shall be placed in back yards only. Any other location will be reviewed on a case by case basis. Front yard installations will not be allowed.

• Pads should be natural in color, such as green, blue, tan, grey and solid – No pattern.

Temporary or Portable Play Equipment: Architectural Committee approval is not required.

- Must be stored out of sight when not in use.

2.40 Radon Mitigation Equipment

When protruding through the roof of a home, the equipment shall be painted to match the roof color. When equipment protrudes from the side of the home, it shall be painted to match the surface to which it is attached. Architectural Committee approval is not required.

2.41 Rain Barrels/Cisterns

Architectural Committee approval is not required.

May be installed to collect water for outdoor purposes. The rain barrels must be compliant with Colorado Law.

2.42 Roofs

Architectural Committee approval is required for all new and replacement roofs.

All roofing must be non-combustible, Class A or better fire rating per UL test method UL-790 or the equivalent testing as UL, U.S. Testing, Warnoch-Hersey, or Southwest Research. Roofing materials on all structures on a single property shall be the same color and material(s). (WR 1998)

- Standard Composition Roofing:
- Tile/Slate Roofs: Both tile and natural slate may be installed. Tile roofs are commonly constructed with clay tiles, concrete tiles, or a composite of concrete and fiber.
- Stone-coated Steel Roofs: Tile and shake styles are permitted.
- Tesla Roof.
- Standing seam metal or batten style metal. Metal thickness for galvanized steel shall be a minimum thickness of (.029 in.) 24-gauge material or 16oz. for copper.
- Fire rated Asphalt Shingle

Submittal shall include:

- ✓ Roofing product information including fire rating

2.43 Rooftop Equipment

Architectural Committee approval is required.

- Flues/Vents/Pipes. When flues, vents, or pipes protrude from the roof, they should match the roof color. When flues, vents, or pipes protrude from the side of the house they shall be painted to match the surface to which they are attached.
- Wind Vanes and Lightning Rods. The vane or rod shall be made of metal only and shall not be highly reflective. Submittals shall include location, size, and color. Moving action parts (i.e. rotating duck wings, men sawing, or chopping wood, etc.) and fabric components are not permitted.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

2.44 Satellite Dishes/Antennas

All satellite dishes and/or antennae shall be placed in a non-conspicuous location. Architecture committee approval is required unless the above condition cannot be met.

2.45 Security Bars for Windows & Doors

Architectural Committee approval is required.

Bars shall match vertical and horizontal mullion location of existing windows and doors.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

2.46 Security Cameras

Architectural Committee approval is not required.

- Wiring should be concealed and any conduit painted to match the field on which it's installed.
- Must be mounted on house, deck, or patio enclosure.
- May not be mounted to trees, fences, or temporary structures.
- May not be mounted on a freestanding post or pole.
- Any variances from these rules must be approved by the Architectural Committee.
- Please be considerate of neighboring properties.

2.47 Siding

Architectural Committee approval is required.

Vinyl and aluminum siding are not permitted. Steel, stone, stucco and other fire-resistant siding materials will be considered on a case-by-case basis.

Submittal shall include:

- ✓ Description on the form of the siding product and color. If painting siding, please see Exterior Painting Section 2.22
- ✓ A description and/or visual reference for accent color locations must be included
- ✓ Color chips or swatches or digital samples
- ✓ Custom colors shall be painted on the residence for review no smaller than a 2' x 2' section.
- ✓ Recent photo of the house, all elevations

2.48 Signs: Permanent and Commercial

- No commercial signage of any kind is permissible in West Ranch.
- No permanent signage other than house numbers placed on mailboxes is permissible in West Ranch.

2.49 Temporary Signage Posting Rules

Architecture Committee approval is required.

The purpose of these Rules, Regulations, and Procedures is to avoid clutter and maintain uniformity throughout the community public spaces.

- Decorative Porch and Garden Signs – Professionally made and maintained Decorative Porch and Garden signs that feature words or artistic details to enhance the look of a space, welcome guests, or celebrate a season are allowed on private property. See Holiday Decorations and Lights (2.27) rules and regulations as it pertains to holiday decorative signage.
- Association Banners for community events such as Slash Collection or other community Events.

Banner: Typically refers to a temporary, lightweight display made of fabric, vinyl, or similar material that is often hung, draped, or attached to a structure using ropes, staples, grommets, or the like. Banners are usually used for events, or announcements, and are not intended for permanent display.

Property for Sale or Lease:

- No real estate signage is allowed within West Ranch.
- All real estate brochures may be placed in the display box located in front of the West Ranch Gatehouse
- Open House signs may be posted during hours of the open house, one per property per intersection on each side of the street where a turn is required to reach the property, with right or left arrows indicating turns.

Sample/Garage/Yard/Estate Sale:

- As a courtesy, any professional free-standing signs left out after an open house will be held at the Gate House for five days. Any unclaimed signage will be discarded.
- See Enforcement Section 1.05

See also C:\1310_enr.txt (colorado.gov)

2.50 Solar Installations

Architectural Committee approval is required.

Submittal shall include:

- ✓ Survey showing the location of property lines, setbacks, and existing improvements
- ✓ Drawings and plans with sufficient information and accurately drawn to scale to show the location, placement, size, shape configuration, and dimensions necessary to accurately explain and illustrate the proposed Solar Energy Device
- ✓ Specifications from the manufacturer or vendor for any rooftop portions of the Solar Energy Device, showing dimensions and colors
- ✓ Photographs of the existing home showing a view of the entire home
- ✓ View of the entire side or rear of the home on which the Solar Energy Device will be mounted

2.51 Sports Courts and Facilities

Architectural Committee approval is required.

This section is related to improvements such as, but not limited to, tennis courts, in-ground swimming pools, and multi-purpose sports courts. These will be reviewed by the committee in consideration of grading and drainage, specialized fencing, and landscape screenings as further defined below.

- **Setbacks:** All physical improvements, including retaining walls and specialized fencing, shall be set back a minimum of 50 feet from lot lines.
- **Grading:** Grading required to create minimum slopes for these surfaces shall be accomplished through tiered wall systems of 4-foot-tall maximum per wall and spaced at 4 feet 0 inches between tiers. Additional impervious area which will create additional run-off will be controlled to prevent additional run-off from the lot and coordinated with the county for any required detention or retention areas. Grading may not interfere with the established drainage pattern.
- **Specialized Fencing:** Specialized fencing shall have a maximum height of 10 feet and be of transparent design. Vinyl coated chain link fencing will be approved for tennis and sports courts and be of a color compatible to surrounding areas. These will not be approved for swimming pools.
- **Landscaping:** Landscape screening will be required to help blend the facility into its surroundings and be of appropriate size and maturity to be approvable by the committee.
- **Lighting:** Lighting of facilities for nighttime use is not permitted.

Submittal shall include:

- ✓ Site and grading plan
- ✓ Retaining wall details
- ✓ Fencing details
- ✓ Landscape plans
- ✓ Facility details

2.52 Temporary Structures

Architectural Committee approval is required if structure must be up longer than 72 hours.

The Association prohibits tents, shacks, temporary structures, or temporary buildings without the prior consent of the Architectural Committee. Structures designed for temporary use do not require Architectural Committee approval if left up for no longer than 72 hours.

Submittal shall include:

- ✓ Site plan showing proposed location for installation including setbacks to the property line
- ✓ Manufacturer's spec sheet showing what the installation will look like
- ✓ A description of materials and colors
- ✓ Expected date the structure will be removed

2.53 Trash Enclosures

Architectural Committee approval is required. Visual impact is considered when locating and approving any trash enclosure or screening. No enclosure shall be visible from the road, open space or adjoining properties.

Trash Receptacle/Can Enclosures and Rules:

- Must be installed behind the fence line, when a fence is present.
- Must be attached to home.
- Must be enclosed/covered (consider bear proof lock).
- The height of roof shall not be over 8 feet above ground level to ridge.
- Roof material must match that of the house if enclosure is designed with a roof.
- May not exceed 50 square feet in size.
- Must match color and style of the house, or be made of materials to match or coordinate with property fencing.
- The enclosure shall be located 3 feet from any property line or a greater distance as required by Jefferson County zoning in the neighborhood.
- Applicants are advised to check with the Jefferson County Zoning Department to confirm required setbacks prior to submitting application as zoning requirements vary by neighborhood.
- Only one trash enclosure per residential lot.
- Pre-manufactured Sheds, Storage Cabinets, and Storage Chests over 3 feet tall require Architectural Approval and shall be placed in an unobtrusive location. Units larger than what is described here shall be defined as a shed.

Submittal shall include:

- ✓ Site Plan showing the proposed location in reference to property line setbacks
- ✓ Photo, rendering and/or manufacturer's spec sheet for the enclosure or screen to be installed
- ✓ A description of dimensions, materials, and paint swatches
- ✓ A photo of the house.

2.54 Tree Houses

Architectural Committee approval is required.

A tree house is any elevated structure constructed on or around a tree. Please be aware not every lot can accommodate a tree house.

Specifics are as follows:

- Tree houses may not exceed 50 square feet in floor area

- The maximum height from the prevailing ground elevation to the top of the structure may not exceed 14 feet
- Construction shall be of materials that blend in, as much as possible, with the tree itself
- Completed structures shall have a neat and finished appearance
- Structures shall be painted or stained in natural colors and shall not be painted to match the house unless the house colors are natural
- Any roofing material shall be a natural color
- Tree houses shall be located to be as unobtrusive as possible. The visual impact of a tree house location will be considered prior to approval.
- Tree houses will not be allowed in front or street-facing side yards.
- Tree houses shall have a minimum setback from any property line of 50 feet.
- Permanent lighting is not permitted.

Submittal shall include:

- ✓ Site plan showing proposed location for installation including setbacks to the property line
- ✓ Plans showing tree houses as part of the landscape, patio, or deck plan
- ✓ Manufacturer's spec sheet showing what the installation will look like
- ✓ A description of materials and colors

2.55 Wildlife Feeding

The **intentional feeding** or attempt to feed Deer, Elk, Coyote, Bobcats, Mountain Lions, Fox, Racoons and Bears **is prohibited**

Bird Feeders: Architectural Committee approval is not required.

- Feeders may be on a pole or post at a minimum of 5' from ground. 10' is recommended.
- Bird feeders are NOT recommended during the spring, summer, and fall as unintentional feeding of Deer, Elk, Bobcats, Coyote, Mountain Lions, Fox, Racoons, and Bears will happen. Unintentional feeding of wildlife occurs when human actions, often unintended, provide food or attractants to wild animals, leading them to associate humans or residential areas with food sources. This behavior can arise from neglecting to secure food-related items properly or inadvertently leaving attractants accessible to wildlife.

Examples include:

- Leaving trash, compost, or recycling bins unsecured.
- Feeding pets or livestock outdoors and leaving food accessible.
- Failing to clean up birdseed, fallen fruit, or food remnants from yards.
- Failing to clean up gardens and pots after growing season.
- Using fertilizers, bird feeders, or decorations that attract wildlife.
- Improperly storing or disposing of food waste during camping or outdoor activities.

Unintentional feeding can disrupt natural behaviors, increase human-wildlife conflicts, and potentially harm both people and animals.

2.56 Wind Generators

Architectural Committee approval is required.

Submittal shall include:

- ✓ Site plan showing location of support structure and setbacks

- ✓ Manufacturer's spec sheet including an image of what the unit will look like

2.57 Windows

Architectural Committee approval is not required.

In selecting replacement window units, the following rules should apply:

- All window units shall conform to the architectural style of the house
- All windows in a single elevation (e.g. front, rear, side) shall be consistent
- Mirrored or mirrored tinted glass is not permitted

2.58 Yard Décor

Architectural Committee approval is required if readily visible from the road, open space or neighboring properties.

Yard décor should be as aesthetically pleasing as possible and complement the architecture of the home and landscaping.

Submittal shall include:

- ✓ Site showing location of installation
- ✓ Photo of proposed yard décor

The above and foregoing West Ranch Architectural Committee Rules, Regulations and Procedures were adopted by the Architectural Committee on the ---- day of ----- 2026.

Tim Kelly

Chairman, Architecture Committee