



Design Review Committee Landscape Standards

**From the
Design Review Committee
Of the
Castle Pines Homes Association**

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For more information or assistance, contact:

CPHA Design Review Office
688 Happy Canyon Road Castle Rock, CO 80108
Phone 303-814-1345 Fax 303-814-1563
DRC@thevillagecastlepines.com

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The Village at Castle Pines Landscape Standards

Introduction

The Village at Castle Pines is a covenant-controlled community. The covenants are provided in the Amended and Restated Castle Pines Declaration and Agreement Creating Covenants, Conditions, Restrictions and Easements (a copy can be obtained from Jerry Winkleman at the Homes Association Office). The covenants created the Design Review Committee which is responsible to review and approve all improvements in The Village. Page 24 of the covenants state, “No work of improvement, grading, excavation, landscaping, tree or shrub planting or removal shall be undertaken on any lot or lots without the prior approval of the Design Review Committee” which is responsible to review and approve the homeowner’s detailed plan specifying the proposed improvements.

The Vision for The Village at Castle Pines

The Founders of The Village at Castle Pines recognized that The Village was a very special place. They understood the value of this land, its unique and natural beauty, the quiet forested mountain setting, the privacy, the near and distant views, the beauty of the native plants, and the abundance of Colorado wildlife. They felt the land should be developed in a manner that would not only create a high-quality residential community with world-class golf courses, but their vision included a carefully crafted plan to develop the land without destroying this natural environment and its wildlife. Great care was taken in the writing of the key documents that control all development and provide for the long term stewardship that is required. House design, unit placement, construction, landscaping, and maintenance are to be of the highest possible quality with strongest emphasis placed on maintaining the uniqueness and natural aesthetics of the terrain.

The Village Setting – an Asset Worth Preserving

The Village at Castle Pines is situated south of Denver, Colorado along the front range of the Rocky Mountains. The Village lies at an elevation of 6,000 to 6,500 feet, 1,500 feet above the Denver basin. This natural setting is a remarkable microclimate of atmospheric conditions with unique flora and fauna. It is a compelling landscape of castle-like rock formations punctuated with pine trees at the crest of the divide between the Denver basin to the north and dramatic rock formations, rock ledges and outcroppings to the south. It is the northern-most incidence of tablelands along the front range with spectacular views of Pikes Peak, Mount Evans and the Rocky Mountains.

This is a landscape dominated by a rim rock promontory of scrub oak and sculpted pines which gives way to weathered ridgelines covered with ponderosa pine emanating from its base. These ridgelines descend gradually to the south and west and eventually give way to gently rolling grasslands.

The Village’s landscape and its differences in topography host a wide array of wildlife, birds and animals, including elk, mule deer, fox, coyote, bobcat, wild turkeys, owls, hawks, hummingbirds, songbirds, and the occasional bear, mountain lion and eagle. The poetry of this natural setting and its critters has not been lost, at least not yet. Residents and guests can still be delighted

with the sights, sounds and smells of the place. Whether it is the sight of the land, the trees and other native plants, the smells associated with the pine forest, the screech of a hawk soaring above, the hum of a hummingbird, the ever-present background sounds of songbirds, a newborn fawn in the spring, the animal tracks in the winter snow, or the last light of day as the setting sun paints a brilliant sky over the Rockies, this place is special. We must preserve it for ourselves and for future generations.

Key Characteristics of the The Village at Castle Pines Landscape

The Village's landscape has certain key elements that make for a very unique environment. These elements have been used here to establish standards that ensure we maintain the terrain's natural aesthetic. The Village's overall character includes form, color, and texture found in our natural landscape, and should be the basis of all designs submitted to the Design Review Committee. Applicants must use combinations of approved plant species that reflect or mimic these natural characteristics.

Landscape Standards

It is the intent of these Landscape Standards for The Village at Castle Pines to unify the newly built environment with that of the original natural setting and remaining undisturbed Village setting. The overall objective is to establish harmony between native and introduced plant materials that not only thrive in The Village environment, but also enhance the landscape experience in The Village. Attention must be given to the use of plants that integrate the landscape from house to house and to the original natural environment. Plantings along the public streets, common areas, and open space frontages visible to the public must be limited to native species originally found in the existing landscape, and, to a lesser degree, non-native plants specifically approved in the Landscape Standards for these applications noted as "transitional" plants in the Approved Plant List. A drive through The Village along the most-traveled roads should appear to be one of a cohesive and consistent appearance of 'natural elegance', lined with irrigated short grasses that blend into the more natural grasses and native plants in the common open areas or into the approved landscapes on private property.

Site planning and location of new homes must be designed to preserve native plants and privacy. Wildlife corridors are provided to allow the deer, elk and other animals to roam through The Village relatively undisturbed as they have for centuries. Landscapes should also preserve the native environment's look to prevent The Village from looking like just another suburban development. The look and feel of this place is to be preserved, to keep it as close as practical as it was when it was first discovered.

Plant Selection

The Approved Plant List (APL) for The Village at Castle Pines promotes unity between the newly built environment with that of the original, established residential landscapes and the remaining undisturbed Village setting. The overall objective is to establish a balance between the use of native and introduced plant materials that not only thrive in this environment, but also enhance the existing landscape of The Village.

Designers and planners should devote special attention to plants whose role is to integrate

the landscape between individual lots and to the existing natural setting. Homeowners are given more latitude in the use of landscape materials in locations immediately adjacent to a home which are away from public view; however, the use of plants further from the house, specifically along public streets, common areas, open space frontages and golf courses or other areas that are visible by the public must be limited to species currently found in the local plant community or enhanced with plants specifically approved for these applications (as noted “transitional” in the APL). Further, all large deciduous shrubs and small trees used within these areas are to be of substantial size and quality such that they establish a cohesive landscape that immediately contributes to The Village as a whole. All plants introduced in The Village, as well as all plant placements, must not be those that are considered noxious, invasive or otherwise harmful to the existing landscape of The Village.

Natural Landscape Character and Pattern Emulation

Many techniques can be used to achieve an overall sense of unity and cohesion between the built community and the native landscape. By mimicking the characteristics of the natural landscape through effective plant use and planting patterns, a convincing natural aesthetic should be created within individual lots while allowing homeowners freedom to grow species of interest within their private view.

Transitional Techniques.

Equally important are the transitions between lots, lots to open space, lots to golf courses, and street frontages. A smooth transition can be made by paying attention to the character of the land beyond the lot boundaries, and using plant material and design techniques which blend with the natural landscape.

Creating Anchors.

Another method of unifying the natural landscape and a new home landscape is to create “anchors” by supplementing existing trees and shrub masses with the same or similar native species. Masses on the adjacent land can be continued onto the residential lot or vice versa to make a smooth transition. Gambel native oak cover can be mimicked by using similar natives or other shrubs from the APL such as chokecherry, ginnala maple or three-leaf sumac in a way that reinforces the landscape character of both the new home and the surrounding environment. Designs must also acknowledge and respond to prominent landscape features such as landforms, outcroppings, and similar elements. Existing features should be blended with the site in a way that expresses unity and helps capture the essence of the surrounding landscape.

Golf Course and Street Frontages

Golf Course Frontage.

Lots backing onto the Country Club or Golf Club golf courses shall take into consideration the characteristics of the existing, native landscape. Care must be taken in developing a landscape that compliments the natural qualities of the setting. In the case of lots abutting the Golf Course, the landscape must be used as a visual buffer between the course and the home. Additional shrubs and pines may be required to ensure adequate screening. A 25-70’ golf course set-back exists along the rear property lines – planting next to or within the set-back must be approved by the respective club. The DRC and the respective club shall determine on a lot-by-lot basis the required quantity and size of plant materials abutting the course.

Public Street Frontage.

Street frontages should also respect the existing landscape character. Existing oak stands and pines should be preserved whenever possible and supplemented with new shrub and tree plantings. The designer should keep in mind the character of a specific lot, and supplement accordingly.

Water Conservation

The Village encourages water conservation measures. The Approved Plant List, the Landscape Standards, the selection of grasses, and the amount of sod used in designs must take into account the arid climate along the Front Range. The selection and placement of plants are important as water management is an important criteria for the preservation of The Village aesthetics.

Specific Requirements

Designers and homeowners must adhere to the following specific requirements of The Village when designing and implementing landscape improvements within The Village.

Annual Flower Gardens.

Annual flower gardens are permitted in both private areas around homes and adjacent to streets, open areas, common areas and golf courses. They are to be used in moderation. Their purpose is to add splashes of color without dominating or overwhelming the natural look that is The Village at Castle Pines.

Basketball Hoops.

Basketball hoops must be free-standing, and not attached to the residence. The backboard is to be a clear material; the stand is to be black. It is to be screened from the street, neighbors and golf course as much as possible.

Decks.

Decks and deck additions must be approved in advance with architectural drawings prior to construction. All shades, umbrellas, and furniture must blend with the deck, house and surrounding environs. Subtle earth tone colors are highly recommended.

Disturbed Areas.

All areas disturbed during the construction process must be re-vegetated and irrigated.

Dog Runs and Electric Fences.

All dog enclosures must be approved in advance of construction. They must be screened from other parcels, common areas, golf courses and other public views. Electric dog fences are to be configured such that dogs can not be seen by neighbors or golfers and must be completely contained within the private lot. Dog runs are to be adjacent to the house, not to exceed 250 square feet, be less than 48 inches high, and comprised only of wrought iron.

Drainage and Dry Stream Beds.

Only a functional dry stream bed may be constructed. If the stream bed does not regulate the flow of water away from the property, it is not allowed. The size of a stream bed is to be based on potential water flow. Stream beds are to be natural in appearance. They are to be partially embedded giving the appearance of an actual stream. They are to be composed of rock (white cobble is not permitted) of several different sizes and colors that blend with the surrounding environment. Plants such as ornamental grasses and cattails should be used to enhance a natural look. Buried rip rap and French drains (landscaped over the top) may also be used (and preferred in some instances) to regulate erosion on heavy flow areas. In general, the stream bed should blend as much as possible with the existing natural landscape environment.

Edging.

Roll top metal, shovel edge, bender board or similar products are permitted. Shovel edge is preferred as it fits more naturally into the native look and philosophy of The Village.

Entry Monuments.

Entry monuments on residential lots are not allowed.

Fences.

Fences are not permitted in The Village with some exceptions: Douglas County requires that swimming pools be fenced. Fences around swimming pools must be 5 feet high and installed as close to the pool as the topography allows. Fences may be used to protect gardens. The fences must be less than 48” tall, and they must be well screened from other parcels, the golf course, and the street and other public views. All fencing is to be wrought iron. Dog runs are allowed (see Dog Runs and Electric Fences).

Fire Pits, Fireplaces and Chimineas.

Fire pits and fireplaces must match and blend with the house and other hardscape areas, and must be in proportion to the surrounding environment. They are not to stand out as monuments or edifices. They are to be gas-operated only, and they must be covered when not in use. Any exterior fire pit or fireplace with a pilot light must be enclosed when not in use. They are to be screened from the street, neighbors and other public areas. Chimeneas are allowed for decorative purposes only. Burning a fire in a chimenea (or any other device with an open flame) is a violation of Village fire mitigation rules and regulations.

Flagpoles.

Flagpoles shall not exceed 25 feet in height. They are limited to one per lot and must be integrated into the overall home and landscape plan. Only the national flag of the U.S. shall be flown and shall not exceed a vertical dimension of four feet or horizontal dimension of six feet. Flagpoles and flags shall not be illuminated and flags shall be lowered at sunset. See USHISTORY.ORG/BETSY/FLAGETIQ.html for federal flag laws and regulations regarding the display of the nation’s flag.

Golf Course Frontage.

Landscaping between homes and the golf course should serve as a visual buffer between the two areas. Hardscape and landscaping cannot be installed on a golf course set-back without written permission. The set back is 25 feet unless platted otherwise. Some properties have up to a 70 foot setback. The golf courses have the right to review landscape changes visible from their property. If a change is deemed objectionable, a golf course can require that the change be screened or removed at the homeowner’s expense. Pathways which provide access onto the golf course properties are not permitted.

Guidelines for Pine Beetle Control.

All pine trees entering The Village are required to have been preventively sprayed for mountain pine beetle and ips beetle prior to planting. All transplants must be sprayed for the first 3 years after planting. Established trees that have suffered root damage during construction should also be sprayed for 3 years following construction. Established trees that have died are to be examined for beetle. When beetles are present, adjacent trees are to be examined and treated accordingly. Spraying must be scheduled per forest service/extension service guidelines. Typically, early spraying should occur the first week of April.

Irrigation.

All landscaped areas are to receive supplemental irrigation. Turf, shrubs, flower beds and native areas should be on separate irrigation zones to allow for regulation of the precipitation rates needed for various plants. The Village encourages water conservation measures, including low volume irrigation nozzles, drip irrigation, timers, humidity detecting sensors, clocks and other such devices.

Landscape Boulders.

Approved boulders include granite, moss rock, dolomite, siloam stone and rhyolite. Other types of boulders that blend with the surrounding environment can also be approved on a case by case basis. Boulders are not to be installed less than five feet from the street and are to be 1/3 buried, so as to appear as outcroppings.

Mulch.

As with plant material, homeowners and designers must integrate the built environment into a cohesive and unified landscape compatible with the natural environment. Following are the approved mulches:

- Natural shredded western cedar
- Fir fiber
- Small bark, not mini bark
- *Stained mulches are never to be used or included in a design*

In very specialized situations where wood mulches may prove inadequate such as on steep slopes adjacent to foundations, rock mulch may be considered and approved on a case-by-case basis. Approval will be granted only for areas close to the home and out of the general view of streets and neighbors. The approved rock mulch is:

- ¾" crushed "mountain granite" or
- ¾" crushed "Morrison granite"

Mulch beds (both wood and granite) are not to exceed 15 feet from the foundation of the house. The size of mulch beds should be in proportion to the house and surrounding area.

Native Grass Seed.

Castle Pines Seed Mix is to be used in irrigated areas where sod is not used. This mix is available from Arkansas Valley Seed in Denver, Colorado, Phone 303-320-7500. The mix is generally apportioned as follows:

25%	Crested Wheatgrass
20%	Slender Wheatgrass
20%	Hard Fescue
15%	Annual Ryegrass
10%	Sideoats Grama
5%	Little Bluestem
4%	Blue Gama
1%	Sand Dropseed

Drought-Hardy Pasture Mix is to be used in non-irrigated areas. This mix is available from Pawnee Buttes Seed, Inc. in Greeley, Colorado, Phone 800-782-5947. This mix is generally apportioned as follows:

33%	Crested Wheatgrass
33%	Russian Wildrye
34%	Western Wheatgrass, Native

Other drought-tolerant: "native seed" mixes may be utilized when specifically approved by the Design Review Committee.

Noxious Weed Control.

Homeowners and other entities (CPHA, golf courses, Metro District, etc.), are required to control noxious weeds including knapweed, yellow toad flax, leafy spurge, Canadian thistle, Scotch thistle and field bindweed.

Paths and Sidewalks.

Paths and sidewalks can be comprised of a variety of materials that blend with existing hardscape including flagstone, siloam stone, concrete and “breeze” gravel. Other materials may also be approved. Paths and sidewalks of any kind leading to the street are not permitted.

Patios and Concrete Slabs.

Patios may be comprised of a variety of materials including stamped or decorative concrete, flagstone set in concrete, flagstone set in sand and pavers set in sand. Colors should blend with the house and surroundings. Size should be in proportion to the house and surrounding area while being in compliance with impervious space guidelines.

Pergolas and Bridges.

Pergolas and bridges are permitted provided their colors and materials blend with the house and existing landscape. They must be in proportion to existing hardscape areas. Screening from streets, neighbors, and golf courses and other public views is required.

Plant Removal.

Any tree or shrub that must be removed for any reason (i.e. dead, dying or size) should be replaced in kind if it was included on the approved landscape plan.

Play Sets.

Play set structures must be comprised of natural wood. If stained, a natural wood tone is required (not painted). Plastic accessories such as slides and swing seats are to be brown, tan or dark green. Bright, non-earthly colors like blue, yellow and red are not permitted. Play sets are to be screened from streets, golf courses and neighbor’s living space and other public views.

Putting Greens.

The size of putting greens is to be in proportion to the house and surrounding area but not to exceed 500 square feet. They are to be well screened from neighbors, streets and golf courses.

Retaining Walls.

Retaining walls must be comprised of natural stone, faux stone or stucco that match and blend with the house and surrounding hardscape. Concrete walls are acceptable if faced with stone that blends with the house or other approved hardscape. The height of walls (which must be noted on all landscape plans) can vary. Walls in excess of four feet must be engineered. Walls must not be built within a street’s right of way. Walls that serve no purpose other than aesthetics (monuments, for example) are not allowed.

Satellite Dishes.

To be located in an area that would provide screening from view of adjacent properties as much as possible.

Sod.

Anthony Kaski of the CSU Extension Service states the following: “Kentucky bluegrass is the most logical and intelligent choice for lawns in the Rocky Mountain region. It is probably the most drought-resistant of all lawn grasses, becoming healthily dormant when irrigation is withheld for even months on end only to recover when irrigation returns.” Fescue blends very well with blue grass in good soil where it can form deep roots. The Village’s approved sod is a blue grass,/fescue blend. The maximum amount of sod allowed on residential lots is 4,000 square feet.

Soil Preparation.

Minimum soil preparation is a 50/50 mix of peat and cow at a rate of 4 yards per 1,000 square feet for mown turf areas and a minimum of 2 yards per 1,000 square feet for less manicured native seed areas. The amendment material is to be tilled into the soil. The groundcover/perennial bedding areas should receive greater soil preparation. Where insufficient soil depth is encountered due to cap rock, it is recommended that berms be constructed in order to provide adequate root depth for plants. All berms are to be indicated on the landscape plan, including dimensions.

Sport Courts.

Sport courts must be approved on a case by case basis. Approval is a function of adherence to existing fencing, lighting, screening, noise attenuation, impervious space and plant protection requirements.

Statuary and Decorative Structures.

Statues, sculptures and the like are to be placed for the enjoyment of the homeowner and are not to be in public view. Any type of decorative structure or statue must be screened from streets, neighbors, golf courses and other public views.

Street Right-of-Way.

For most streets the right-of-way is defined as 10 feet on either side of the street. It is owned by the Homeowners Association and managed by the Metropolitan District. It is the homeowner’s responsibility to landscape the right-of-way. However, the placement of any objects in the right-of-way (bollards, boulders, stakes, etc.) excluding mail boxes without the written permission of the Design Review Committee is prohibited.

Swimming Pools.

Pools must meet all county guidelines for construction, fencing and location relative to property lines. They must drain into the sewer system per Castle Pines Metropolitan District guidelines. Drainage onto public, private and golf course property is strictly prohibited. Pools must be well screened from the street, neighbors, and golf courses, and any other public views. Pool furniture must be in earth tones that blend with the house and surrounding environment. Any drying of towels, swimming suits or other items must be screened from streets, neighbors, golf courses and other public views. All lighting in and around a pool must follow CPV guidelines. Mechanical equipment (pumps, filters, and other equipment) must be located near the house, screened and have adequate sound attenuation so as not to disturb neighbors.

Trampolines.

Both the physical structure and activity on trampolines must be screened from streets, golf courses and neighbors’ living space and views. Trampolines set at grade are preferred. Portable

trampolines require extensive screening as they are 3-4 feet above grade. Any safety device such as netting or canvas (to be black or forest green) also requires screening.

Utility Boxes.

Utility boxes must be screened from the street. Screening material may include plants from the Approved Plant List such as dogwood, three leaf sumac and mugho pine. Utility boxes on hillsides or berms may be screened with pinion pine.

Vegetable Gardens.

Vegetable gardens are to be screened so as not to be visible from any other parcel, open area, common area or golf course. They are not to exceed 250 square feet.

Views.

The screening of houses from streets, golf courses and neighbors takes priority over views. Views and vistas are not guaranteed or protected for any lot or homeowner. However, the Design Review Committee will work with individuals to help maximize corridors of view, to the extent possible and within reason. The Design Review Committee may also bring neighbors together to locate trees such that both homeowners' views can be preserved and requirements for screening can still be met.

Water Features and Fountains.

Water features and fountains on individual lots are to be sized in proportion to the surrounding area and must include screening from the street and neighbors. They are not to stand out as a monument or edifice. They may be comprised of a variety of rock including granite, moss rock, buff sandstone and siloam stone. Other types of rock can be approved on a case-by-case basis. No specific requirements exist for the "look" of a water feature. Subtle lighting is allowed including the limited use of submerged up-lights to accent water falls. Bright spot lights and flood lights are not permitted.

Exterior Lighting Design Guidelines

Outdoor Lighting

All discussion of the use of outdoor lighting in The Village at Castle Pines is approached with a sense of concern. Lighting up the forest, or the structures within it, is not considered to be compatible with the concept of a residential community existing in harmony with the serenity and quiet of its natural mountain environment. As a result, great attention has been devoted to the control of “light pollution” in Castle Pines.

The Original Covenants, Conditions and Restrictions of The Village at Castle Pines state, “All outdoor lighting will be carefully reviewed to assure that neighboring properties are protected from the view of bright light sources. No flood lighting will be permitted and illumination necessary for evening activities must be directed downward and be only bright enough to provide for the safe traverse of steps, paths and ingress/egress of property. Subtle lighting of architectural elements will be encouraged while more ornate lighting types such as tree up lights, colored lights, etc. are not supportive of the natural quality of The Village at Castle Pines. Along the same lines, exposed light sources are discouraged in favor of a softer down lighting that reduces glare and better lights the surfaces of walkways and driveways where necessary for safe traverse.”

Nevertheless, it is recognized that the legitimate requirements of function and safety must be addressed. It is the goal of these guidelines to promote solutions to these needs in the most subtle and environmentally compatible manner possible.

Exterior Lighting Attached to the House

Exterior light fixtures attached to the house adjacent to doorways for the purpose of illuminating such entry ways and exterior lighting to illuminate outside living areas (patios, decks) are permitted under the following conditions:

- The number of fixtures is to be held to a minimum.
- “Soffit” lights, (where the fixture is not visible), are in general preferred over “Coach Lights”.
- Where “Coach Lights” and similar fixtures are proposed, and such fixtures are visible or potentially visible from the street or from other properties, the actual lamp of the fixture shall be screened so the source is not visible. Two fixtures at main entry may be allowed with translucent glass (light sources is not visible). Additional light fixtures may be allowed but should be down lights only (i.e. cylindrical cans, or opaque glass that allows no light to illuminate except down).
- “Canister-type” fixtures, with lighting directed downward, are permitted. Upward illumination or “up-and-down” fixtures are not permitted.
- Lighting of garage doors is discouraged. Upon arrival during the night hours, the headlights of the vehicle provide sufficient illumination for identification of the garage, and lighting is superfluous. The only practical need for such illumination involves the ability of a guest, parking in the driveway, to safely find his way to the front door. This may be more appropriately addressed through landscape lighting.

- Deck lighting and patio lighting should be held only to the number of lights required to illuminate the area for safe enjoyment. Canister type lights in soffits or wall mounted “down lights” are the preferred method for the illumination. In some applications “step type” lights are appropriate.
- Floodlighting of a residential structure, either temporary or permanent, is not permitted.
- “Cut Sheets” (product description, specifications and illustration), must be submitted to the Design Review Committee for each type of fixture proposed before installation. Lights mounted in eaves for the purpose of “washing” the side of the house with light are not allowed. If lights are mounted in eaves over decks or patios for their illumination, care should be taken so the light source is not visible to neighboring properties or visible from the street and the number of lights should be kept to a minimum.

Landscape Lighting

Landscape lighting in general shall be subtle in nature, providing only such level of illumination as necessary to provide for safe enjoyment of and movement through the outdoor use areas of the property, and as may be required for the safe negotiation of driveways and illumination of potential hazards, such as retaining walls.

Landscape lighting shall follow the design principle suggesting that one should see the object being illuminated, but not see the source of that illumination. As a rule, low voltage lighting systems are preferred over 120 volt systems.

The use of freestanding path lighting, while permitted, should be held to a minimum. Lining a drive or walkway with such fixtures can create a kind of “runway” effect, which is both unnatural and undesirable. An approved approach, where feasible, is to utilize subtle, indirect illumination of landscape features such as rocks or shrubs. Subtle, indirect illumination requires down lighting in which the bulb is hidden within the fixture.

In general, landscape lighting shall not intrude upon the visual privacy of adjacent properties, including neighbor’s decks, patios and windows. Adjacent properties include properties across streets as well as immediate neighbors. It is therefore critical to consider the scope and scale of proposed lighting in relation to its visibility from outside the property. Up lighting or any other form of lighting of trees is not permitted.

Landscape lighting in the vicinity of the street is discouraged, and if proposed, should be designed most judiciously, serving only the purpose of safe ingress and egress for the property. Use of visible fixtures, such as path lights, with their potential runway effect, is highly discouraged at these locations. Lighting should not be installed on the street right-of-way, which is 10 feet from the street in most cases.

Landscape Lighting Approval Process

Submit to the Design Review Committee a site plan showing the types of proposed fixtures and their location. Also submit “cut sheets” (product description, specifications and illustration), for each fixture. The lighting plan may be submitted separately or as a part of the landscape plan, but must be done prior to construction of the plan.

Upon approval by the Committee with regard to the plan concept, the homeowner or Committee may request a review of a temporary or “mock up” installation of the proposed lighting in order to assure that all guidelines are met. If the guidelines are not met, the homeowner must make the appropriate modifications.

The Committee shall review the installation with regard to its consistency with the intent of these guidelines and its impact or potential impact to other properties and to the adjacent street(s). If all guidelines are not met, the homeowner shall make the required modifications.

The Castle Pines Design Review Committee reserves the right to control the wattage of all approved exterior fixtures. The Committee may, at any time in the future and at its sole discretion, require the use of lower wattage lamps.

Design Review Committee Approval Process

All exterior changes and modifications to houses and landscapes are to be approved by the Design Review Committee (DRC). Types of approvals most often include:

- House additions including rooms, patios, decks and garages. Approvals of this type require the submission of an architectural plan, preferably from a licensed architect.
- Hardscape modifications such as fire pits, retaining walls, sports courts, outdoor kitchens and lighting.
- Landscape modifications such as trees, shrubs, water features, boulders and sod.
- Features such as hot tubs, playsets, sculptures, basketball hoops, and invisible dog fences.

In almost all cases the approval process begins with a written submittal to the DRC. The submittal includes a request to make a change as well as a detailed description of what is to be done. In a small number of cases a written submittal is not required. These include such things as the removal of dead or diseased trees and shrubs, repainting with the same paint and the replacement of an existing driveway or apron. Typically, this type of change does not appreciably alter the appearance of a property. The Design Review Committee, however, must be notified of and concur with these changes prior to the commencement of any work.

Special Approval Requirements

Special approval requirements come into play with sub-associations and when golf courses are involved:

Sub-Associations.

Requests for approval must be submitted to both the DRC and sub-association as appropriate. They should be submitted to the DRC before the sub-association. The sub association cannot approve requests the DRC rejects. The sub-association, however, can reject requests the DRC approves.

Golf Courses.

Must solicit golf course approval for any change that encroaches on the golf course set-back or that alters the view from the golf course.

Regularly Occurring Covenant and Rules Violations

Each of the following is a covenant and/ or rule violation if not approved by the DRC. In the past these violations have occurred fairly often, mostly because of a lack of awareness on the part of the homeowner:

- The addition or modification of exterior lighting either to the house or surrounding grounds.
- Placement of boulders, bollards, reflectors, or any other obstruction on the street's right of way (in most instances 10 feet on either side of the street).
- Installation of trees and shrubs without prior approval.
- Installation of such exterior features as basketball hoops, play sets, hot tubs, and invisible dog fence enclosures without prior approval.

The Approval Process

In order to submit a DRC request for approval, several approaches can be taken:

- The DRC approval form can be accessed at www.castlepinesvillage.org (click on Design Review). The completed form should be emailed to the CPHA.
- Plans may be mailed or submitted directly to the DRC at the CPHA office at 688 Happy Canyon Road (303-814-1345).
- Jerry Winkelman, at the CPHA can schedule a meeting with the DRC to discuss a plan.
- Regardless of submission type, the DRC administrator and his staff are available to assist throughout the approval process. Both the web site and the Homes Association have a variety of documents that spell out details of the covenants and rules to further assist this process.

Deadlines

Landscape deadlines are: 90 days from certificate of occupancy to submit plan, 180 days from certificate of occupancy to complete installation of landscape.

Design Review Fee Structure (2009)

In most cases a fee is levied for reviewing plans. The fee varies depending on several factors:

- Whether the home is a custom home or alternative home.
- Whether the landscape is new or a remodel of a previously installed landscape.
- The value of a new home.

Custom Home Landscape Plan

(Note: Fees are for each different plan submitted)

\$385 Single family custom/spec home landscape review on homes up to \$1 million in value

\$440 Single family custom/spec home landscape review on homes \$1 - \$2 million in value

\$495 Single family custom/spec home landscape review on homes \$2 - \$3 million in value

\$550 Single family custom/spec home landscape review on homes over \$3 million in value

Alternative Homes Landscape Plan (Cluster Homes in Sub-Associations) and Commercial Sites

\$825 Alternative master landscape plan

\$165 Site specific plan for each alternative lot

\$550 Commercial up to \$10 million

\$825 Commercial \$10 million and up

Landscape Plans That Have DRC Final Approval But Not Constructed

\$55 Minor revisions to plans that have been given final approval (determined by the DRC)

\$110 Major revisions to plans that have been given final approval (determined by the DRC)

Landscape Modifications to Previously Installed Landscapes

\$55 Minor modifications up to \$5,000

\$110 Modifications up to \$15,000

\$165 Modifications from \$15,000 - \$25,000

\$220 Modifications from \$25,000 - \$35,000

\$330 Modifications form \$35,000 - \$50,000

\$440 Modifications over \$50,000