

**SHENANDOAH HOMEOWNERS
ASSOCIATION ARCHITECTURAL RULES
AND GUIDELINES**

REISSUED May, 2011

SHENANDOAH ARCHITECTURAL RULES AND GUIDELINES

CONTENTS

Introduction	Page 4
Goals	Page 4
Considerations/Design Proposal for Applicants	Page 5
General Standards for Review	
Review Process	Page 5
Meeting Procedures	
Submission of plans for architectural review	Page 6
General	Page 6
Preliminary Plan Review	Page 6
Final Plan Review	Page 7
Site Design	
Construction Storage & Parking	Page 8
Storage Areas	Page 8
Temporary Structures During Construction	Page 8
Driveway & Parking	Page 8
Driveway Entrances	Page 8
Roads	Page 9
Signs	Page 9
Setbacks	Page 9
Lighting	Page 9
Utilities	Page 10
Fences	Page 10
Landscaping	Page 11
Re-Vegetation	Page 11
Portable Rest Room	Page 11
Construction Site Maintenance	Page 11
Building & Architectural Requirements - Residences	
Use	Page 11
Construction Time Frame	Page 11
Construction Hours	Page 12
Minimizing road damage during construction	Page 12
Minimum Living Space Square Footage	Page 12
Building Height	Page 12
Roof Materials & Design	Page 12
Exterior Walls	Page 12
Chimneys & Flues	Page 13
Windows	Page 13

CONTENTS (continued)

Doors and Entryways	Page 13
Patios, Decks & Greenhouses	Page 13
Garages	Page 13
Building & Architectural Requirements - Guest Houses Use	Page 13
Building & Architectural Requirements - Barns	Page 13
Building & Architectural Requirements - Out Buildings Use	Page 14

INTRODUCTION:

This document was approved by the Association's Membership (Terry Burke, Rise Holt, Rick Fawley, Ginny Elder, and Sherry Colquitt)

The purpose of the AC is to create and follow architectural design rules that shall be used in a review process to monitor the character of design for all development in Shenandoah.

The AC has a minimum of three (3) voting members, and a nonvoting Board Advisory Member. AC approval is required before any construction, excavation, alterations, improvements, or any other work, which alters the landscape of any lot, is undertaken. This includes, but is not limited to residences, guest houses, garages, barns, other out buildings, fences, and landscaping. The AC review does not include compliance with county building codes or evaluation of engineering soundness.

AC approval is also required for any such changes in Association's common ground areas.

The AC makes decisions at an AC meeting, or by an email vote.

At a meeting, a quorum consists of over 50% of the voting members, with a minimum of two voting members. Approval of a proposal requires approval by over 50% of voting members at a meeting where a quorum is present.

Approval by email vote requires approval by over 50% of voting members, with a minimum of two favorable votes.

The purpose of these rules is to guide lot owners to develop their land in the best possible way. These Rules include certain guidelines for specific application, e.g., outdoor lighting.

The term "Covenants" used in these Rules and Regulations refers to the Declaration of Homeowners Benefits for Shenandoah Homeowners Association, dated June 2006. If a conflict arises between this document and the Covenants, the Covenants will prevail.

GOALS:

Develop a coordinated sense of building design that establishes visual continuity and yet celebrates special features and assets.

Objectives:

1. Maintain a compatible building setback and location with neighbors. Neighbor cooperation is encouraged.
2. Maintain a compatible building height and scale of building proportions throughout Shenandoah..
3. Since people and non-domestic animals, especially horses, are a part of the environment, develop and enhance a pedestrian and animal oriented road and trail system.
4. Protect and enhance views and special view corridors to the mountain and desert landscape features that are part of Shenandoah's natural beauty and scenic perceptiveness.

CONSIDERATIONS IN DEVELOPING A DESIGN PROPOSAL FOR APPLICANTS:

1. Familiarize yourself with the AC design, standards and rules. These are available on the Homeowners Associations' website www.shenanhwa.blogspot.com. The AC is primarily concerned that the quality of design is compatible with the existing structures. The AC is concerned with how a new structure relates to what exists in Shenandoah and to what extent the architectural continuity of Shenandoah is maintained.
2. Understand the context of your building site.
 - The AC is concerned with the visual impact of new construction.
 - Your first step in developing a design should be a visit to the site to observe the surrounding environment.
 - Make note of the heights and patterns created by all adjoining properties and those properties within a direct view of your site.
 - Barns and other non-domestic animal enclosures should be especially sensitive to location regarding visibility and odors to adjacent neighbors.
 - Let the surrounding environment and relationships among surrounding structures influence your approach.
 - Look at the composition of elements, which form the subtle relationships of your lot.
 - Consider the siting of existing structures. What is their orientation? What is their average setback? Are there any natural features - slope, water, trees, rocks, drainage that should be considered in developing your design?
 - Incorporate these considerations into your design.
3. Develop a design using the design rules. A good design plan is not constrained by these rules. There is a broad range of compatible alternatives possible. When building a new structure you should be concerned with how the design relates to and impacts the existing environment.
4. Modify and finalize your design proposal. Modify the design based upon your evaluation of its impact. Finalize details of the accepted design. It is important that all the details of your design are finalized. **The AC cannot render a final decision if your proposal is not completely documented.**
5. Present your design proposal to the AC. Your presentation is an integral part of the design review process. Applicants may be delayed in their AC review if drawings and plans are unclear, causing confusion in how the AC interprets your project. Be sure to submit all the required drawings and plans, using an appropriate scale for plan submittal.

GENERAL STANDARDS FOR REVIEW

AC REVIEW PROCESS, MEETING PROCEDURE AND APPLICANT SUBMITTAL REQUIREMENTS:

Review Process:

- Any applicant may request a Pre-Planning meeting to be held as part of an AC meeting to discuss the review process and general requirements for construction in Shenandoah.
- Larger projects, as determined by the AC, require a Preliminary Plan Review and a separate Final Plan Review. The large project approval process will consequently take more than one AC meeting. Examples of large projects are primary residences, guest houses, detached garages, barns, and significant

remodels.

- Smaller projects may be approved in one phase at one AC meeting. Examples of smaller projects are fences, outbuildings, landscaping, and playground equipment.
- Written approval is given for each approved project . A copy of the approval document is forwarded to the Association's property management company.

Meeting Procedure:

Submission of plans for architectural review:

- Prior to applying for a building permit with the County and the commencement of work on any improvements to a lot, the Owner/Member proposing to make such improvements shall prepare and submit plans to the AC including such surveys, plot plans, drainage plans, elevation drawings, exterior construction plans, landscaping plans, specifications and samples of materials and colors as the AC shall reasonably request showing, among other things, the nature, kind, shape, height, width, color, materials and location of proposed improvements. Plan submission shall be no less than thirty (30) days prior to the commencement of any work.
- This requirement applies to all buildings, fences, walls, landscaping, grading and any other structure or improvement which may reasonably be considered to be visible from the road or Member's adjoining property.
- If any trees greater than six (6) inches in diameter will be cut down due to construction activities, the Member must have prior approval from the AC.
- All improvement sites must be temporarily staked prior to the architectural review.
- Any alterations which significantly change the appearance of a Lot shall not be initiated without prior written approval from the AC.

General

- Applicant submittals should be turned into the Chairperson of the AC. Two sets of plans are required. The time to review your plans runs from the date of receipt of such plans. If the Chairperson is unavailable, plans may be submitted to any member of the AC.
- For significant projects, as determined by the AC, adjacent property owners will be notified by the AC of receipt of submittals within five business days of the date received. These property owners may be invited to attend review meetings or make written comments as part of the review process.
- One set of submittal plans will be returned to the applicant following approval or denial, and one set will be kept for the office file until completion of the building project. The remaining copy of the plans will then be returned to the owner.
- All written notifications from the AC may be either in the form of letter or email.

Preliminary Plan Review:

This is the part of the review process that takes place prior to submittal of the Final Plan Review complete plans and specifications in accordance with Paragraph 4.03 of the Covenants. It is intended to address the conceptual design of a project, which includes but is not limited to the following:

- Site Plan:

- = Original and re-platted boundaries.
 - = Easements and setbacks.
 - = Building footprint.
 - = Septic location.
 - = Proposed roads and/or driveways.
 - = Construction parking and storage.
 - = Trees to be removed.
 - = Location of guest houses, barns, and all out buildings including playground equipment, and animal enclosures.
 - = Any special features, such as permanent trees, natural drainages, irrigation ditches and ponds.
- Square footage summary and statement of finished grade building height.
- Exterior elevations drawn at 1/8"-1/4" showing the front, rear, and sides.
- Roof design.
- Description of all exterior materials and colors. Samples of some of these exterior materials and colors may be requested by the AC prior to approval.
- The AC notifies the applicant of approval, disapproval or approval with conditions in writing within twenty (20) days of receipt of the Preliminary Plan materials.

Final Plan Review:

This addresses the final design details of the project listed below, including any conditions or changes made to an approved Preliminary Plan Review.

- Utility description, placement and routing if available; i.e., water, electric, propane/gas, and satellite dish.
- Fences and walls.
- Exterior lighting.
- Walks, decks, pools and patios along with materials to be utilized.
- Grading, including surface and subsurface drainage showing inlet and outlet locations.
- Landscaping.
- Hardscaping and re-vegetation:
 - = Construction re-vegetation areas.
 - = Landscape lighting.
 - = Driveway entryway.
 - = Details of special features such as fencing, storage buildings, etc.
- The AC notifies the applicant of approval, disapproval or approval with conditions in writing within thirty (30) days of receipt of the Final Plan Review materials.
- Final plan approval is valid for eighteen (18) months. If construction of the project has not begun within eighteen (18) months, the project must then be resubmitted for review and approval.

SITE DESIGN

Construction Storage and Parking:

- During the course of construction, materials storage, equipment storage, construction trailers, and construction vehicle parking should take place completely inside a building lot within a designated area of the project so there is

minimum disturbance of the natural landscape and land formations.

Storage Areas:

- Storage areas are required for the following items: trash containers, boats, motorcycles, snowmobiles, trailers, and maintenance and recreational vehicles (including campers and ATVs) and equipment. These items shall be screened or enclosed and not visible from the streets or adjacent lots.

Temporary Structures During Construction:

- No temporary structures such as trailers, tents, teepees, shacks, mobile homes, motor homes, recreational vehicles, camper shells, or prefabricated structures of any kind are permitted for use as temporary occupancy during construction.
- Approved temporary storage or work structures may be used only during construction but must be removed within thirty (30) days of completion of construction.

Driveways & Parking Areas:

- Driveways that follow the natural landscape contours are encouraged in order to blend into the environment.
- Care should be taken to locate driveways so they do not interfere with the natural drainage or divert the flow of water onto another lot or the streets. Improper water drainage onto a neighboring property is not allowed. The U.S. Corps of Engineers has additional requirements for certain lots where natural drainage occurs. Please contact the Association's property management company for a copy of the map detailing those impacted lots. Culverts may be required to maintain proper drainage in these areas.
- No tree more than six (6) inches in diameter may be cut down without AC approval. Where such trees have been removed for driveway access, the AC **may** require a similar number of new trees with a trunk of not less than one (1) inch in diameter be planted. In heavily wooded lots, this requirement may be waived.
- Driveway and parking surfaces shall at a minimum be constructed of crushed gravel or Class 6 road base. Other allowed surfaces are asphalt, concrete, concrete pavers, or "turf block". No dirt or clay surface is allowed.
- All guest parking spaces shall be a minimum of ten (10) feet by twenty (20) feet.

Driveway Entrances:

- The driveway entry is part-of the visual expression of a lot onto the street. It may simply be an opening onto the street or incorporated as an architectural feature.
- AC approval is required where an architectural feature is used and should consider the following guidelines:
 - ═ Only finished materials, which are compatible to those found on other structures on the property, are appropriate.
 - ═ The mass and scale of an architectural entry feature should be compatible with the surrounding environment and other structures.
 - ═ Any lighting should be low intensity, incorporating warm-colored lights, which are located or shielded so as not to shine into any residential living spaces. High intensity sodium vapor and similar lighting are not allowed.
 - ═ Any house identification shall be of an appropriate size and material approved by the AC. The house identification message should be simple,

such as the street address or name of the property, i.e.; "The Smiths" or "Casa Shenandoah".

Roads:

- Any new roads that are proposed (for example, due to lot annexation or lot subdivision) must be consistent with the materials and quality of the existing roads.

Signs: The only signs which are permitted are:

- Construction and/or permit signs during construction activities and real estate signs advertising the sale of the property; this group of signs may be no larger than two (2) feet on any side.
- Individual property entry signs.
- Subdivision entry signs.
- Political signs which are defined as “a sign that carries a message intended to influence the outcome of an election, including supporting or opposing the election of a candidate, the recall of a public official, or the passage of a ballot issue.” are allowed but may be restricted to the extent permitted by CCIOA as set forth in the Bylaws or duly adopted rules and regulations of the Association.
- Road signs.

Setbacks:

- The minimum setback for any building or cistern is thirty (30) feet from the back, front, and side boundaries of each lot. A setback greater than thirty (30) feet may be required by the AC.
- Building setbacks should also consider the effect of positive open space, the spacing between adjacent buildings, and the direct view of buildings to neighbors.
- Setbacks should respect the alignment and orientation of buildings to adjacent buildings, as well as they general pattern of buildings within a neighborhood grouping of buildings. In other words, if buildings are aligned along a particular ridge with a specific orientation, new construction should be developed with the same general setback, alignment, and orientation of this neighborhood grouping.
- Any lots which may be annexed shall have a minimum setback for any residential structure of thirty (30) feet from any lot line. This restriction does not apply to fences.

Lighting:

- Both interior and exterior light sources may have an impact to the public view and adjacent neighbors. For example, incandescent lights cast a warm glow, while fluorescent, halogen, and neon types of lighting are more harsh and penetrating.
- All exterior lights must have housing which shields or directionally focuses the light downward to avoid disturbing the adjacent property owners. Motion activated lights, which stay on for ten (10) minutes or less, are exempt. All exterior lighting must comply with County “lighting” ordinances.
- An exterior lighting plan is required and should include the following:
 - ═ Sensitivity to the needs of others so there is no glare into neighboring residential living spaces.

- ⇒ Security lights that are on all night are discouraged in favor of motion- sensitive lights.
- ⇒ High intensity sodium vapor lighting is not allowed.

Utilities:

- All wiring and piping for electric, water, gas, telephone, television and other services for all of the lots in the subdivision must be underground and routed to create the least amount of impact on each lot..
- Propane tanks and cisterns shall be buried or sufficiently screened so that they cannot be seen from roads and other Member’s property.
- Satellite dishes (greater than thirty nine (39) inches in diameter) should be sufficiently screened or located away from public view and the view of adjacent Member’s property. Satellite dishes less than thirty nine (39) inches in diameter are governed by the Telecommunications Act of 1996.

Fences:

- The Rules have been designed to encourage the “open space” feeling within the Shenandoah Subdivision.
 - ⇒ Fences will be permitted if, in the sole judgment of the AC, they are appropriate for Shenandoah and are of high quality, decorative and functional materials.
 - ⇒ Fences in Shenandoah are used for decorative, screening and animal enclosure purposes.
 - ⇒ Allowed materials include lumber, stone, brick, PVC, or other materials as approved by the AC.
 - ⇒ Allowed materials for animal enclosures include any of the above materials as well as AC approved high tensile wire or Bakelite strung between wooden posts.
 - ⇒ Disallowed materials for animal enclosures and property boundaries include metal T-posts, barbed wire and field fencing.
 - ⇒ Fencing shall follow contour of the road, where practical, with a twelve (12) foot setback from the edge of the road or gravel apron. Fencing should be compatible in location and substance with existing natural or man-made conditions
 - ⇒ Decorative fences for all purposes are most appropriate where lot boundaries and roads meet.
 - ⇒ Interior fences and boundary fences visually obscured and adjacent structures may be more utilitarian.
 - ⇒ Where new fences meet old fences, proportions and styles should be compatible.
 - ⇒ Temporary fences must be reviewed by the AC for use, materials and duration. A “temporary” fence is defined as one in place less than nine (9) months.
 - ⇒ Fences constructed of metal T-posts and rusted concrete re-mesh or other similar products for the purpose of protecting vegetation and landscaping from wild animals is allowed without AC review. The white tops of any metal T- posts must be painted green.
 - ⇒ Where temporary fencing is in place for longer than nine (9) months, the AC has the authority to notify property owners of a review hearing to resolve the issue.
 - ⇒ Permanent specialty fences, such as but not limited to dog runs and

permanent gardens shall be reviewed by the AC on an individual case basis along with materials.

- == Maximum height for all fences, which would unduly restrict the passage of big game animals, is five feet. All other fence heights shall be approved by the AC.
- == All fence construction should be done from the property side of the fence.
- == No fences shall interfere with any easements of record.

Landscaping:

- A landscaping plan is not required for the planting of trees and shrubs. A landscaping plan is required when significant alterations or grading will change the exterior appearance of a lot.
- Due to Shenandoah's semi-arid climate, a well-thought-out landscaping plan should preserve as much of the natural vegetation and landforms as possible.

Re-vegetation:

- Re-vegetation is required to be done within one (1) year following completion of construction.
- Re-vegetation means replanting all areas disturbed by construction, not just the area immediately around a structure.

Portable Rest Room:

- A portable rest room must be provided during construction. The portable rest room should be placed close to the construction site, but shielded from view from other building and roads as possible.

Construction Site Maintenance:

- The construction site must be kept as clean as possible. A "roll off" trash bin is suggested. During periods of high winds, trash must be restrained from blowing from the work site.

BUILDING AND ARCHITECTURAL REQUIREMENTS FOR RESIDENCES

Use:

- No lot shall be used for anything other than first-class residential use, with a single family residence per lot.
- No mobile homes, manufactured homes, modular homes, trailers, temporary building or structure, tents, barns, or recreational vehicles may be used as temporary or permanent residences or guest houses within the subdivision at any time.

Construction Time Frame:

- For each building constructed within the subdivision the owners shall have no more than one (1) year to complete the exterior of the structure.
- If all or part of a structure is destroyed by fire or any other means, The Owner shall have no more than (1) year to either rebuild the exterior of the structure or to demolish and remove the structure.

Construction Hours:

- Construction hours should be reasonable and respect neighbors regarding excess noise during early morning or late afternoon or evening.
- Reasonable hours are defined as 7:00 a.m. to 6:00 p.m. Monday through Friday.

Saturday hours are 8 a.m. to 6:00 p.m.

Minimizing road damage during construction:

- Members are requested to work with their contractors and subcontractors to have them minimize the total weight load on any single delivery to the extent possible. For example, multiple smaller deliveries may be substituted for a larger single delivery.

Minimum Living Space Square Footage:

- Dwellings on lots shall be limited to one single family residence and one guest house. The residence may not contain less than 2000 square feet of livable area with at least 1500 square feet on the ground floor and shall contain space for at least one vehicle in an enclosed garage. Space outside the exterior boundaries of the home such as garage, porches, decks, barns, etc. shall not be included as livable space.
- The second story is defined as living space constructed over the ground floor in a suitable architectural proportion.
- Interior living space does not include roofed or unroofed porches, terraces, basements or garden level basements, garages, carports, or other structures attached by an open vestibule.

Building Height:

- No residential structure shall be constructed or placed on any of the lots in the subdivision which exceeds thirty (30) feet in height measured from the natural grade under the highest point of the structure to the highest point on the structure (roof ridges).

Roof Materials & Design:

- Most conventional roof materials are allowed. Reflective roofs are not allowed, and roof color shall be approved by the AC. A sample of the roof material may be required.

Exterior Walls:

- Logs, timbers, and natural or approved colors of sawn or re-sawn wood siding are encouraged. Metal siding, Masonite siding, T-111, hardboard siding, or other synthetic simulated wood siding are discouraged, but may be approved by the AC depending on the individual site location of a building or placement on specific areas of a building so long as the visual impact on the expected quality of architectural style expected in Shenandoah is maintained.
- Stucco in approved colors.
- Brick, rock and mortar pattern as approved by the AC.
- No plain, concrete or cinder block is allowed.
- No large areas of foundations or raw concrete retaining walls are to be exposed and should be covered by the exterior wall material, painted or screened.

Chimneys and Flues:

- All fireplace flues should be enclosed with a chimney cap with a minimum of exposed metal or clay flues.

Windows:

- Window casing shall be wood. Approved finishes are natural stained, painted, metal or vinyl clad.
- Exterior window style shall relate to other building materials in the structure.
- Aluminum windows are not allowed.
- Reflective glass in any window is not allowed.

Doors and Entryways:

- Doors and entryways should be constructed from solid, hand-crafted materials whenever possible.
- The primary entrance doorway should establish interest and character.
- Secondary doors may be metal and are subject to AC approval.
- Screen doors must be approved by the AC.

Patios, Decks, and Greenhouses:

- Patios, decks, and greenhouses should appear as though they were designed for the structure and not added as an afterthought. Therefore, design and materials should be compatible with the architecture of the structure.
- Metal patio covers and plastic sun screens are examples of what is not allowed.

Garages:

- Every residence shall have an attached garage sufficient for at least one vehicle or a detached garage sufficient for at least two vehicles.
- Detached garages shall compliment the architecture of the primary residence.
- Sectional overhead doors of raised metal panel design or high quality wood garage doors are encouraged.
- The door heights of a garage must not exceed ten (10) feet. If a larger door is desired, the additional height above ten (10) feet must be approved by the AC.

BUILDING AND ARCHITECTURAL REQUIREMENTS FOR GUEST HOUSES

Use:

- A guest house is a detached structure that contains at a minimum a bathroom.
- A guest house may not be occupied full time, rented, sold separately from a primary residence, or used for commercial purposes.
- Additionally, La Plata County requires a separate Class I Land Use Permit for all guest houses that include a kitchen.

BUILDING AND ARCHITECTURAL REQUIREMENTS FOR BARNES

Review Process, Meeting Procedure, and Submittal Requirements:

These are the same as for a primary residence with the following additions:

- Barns are secondary structures to a primary residence and should appear so.
- Generally, the average size of existing barns in Shenandoah are about 1,200 square feet.
- A set back greater than thirty (30) feet may be required by the AC.
- More functional materials are appropriate for barn construction, but should appear to compliment the natural surroundings as well as other adjacent structures.
- Site location for a barn will be reviewed for placement to adjacent structures and neighbors regarding visual impact and odor.

BUILDING AND ARCHITECTURAL REQUIREMENTS FOR OUT BUILDINGS

Use:

- Out buildings shall be considered to be anything that is not a primary residence, guest house or barn.
- Out buildings will be reviewed for their proposed use in relation to proposed building materials, location and visual impact.