



prepared for:

Nor'wood Limited, Inc.
111 South Tejon Street, Suite 222
Colorado Springs, Colorado 80903
phone: 719-593-2600
fax: 719-633-0545

prepared by:

Nuszer Kopatz Urban Design Associates
1117 Cherokee Street
Denver, Colorado 80204
phone: 303-534-3881
fax: 303-534-3884

**Parkwood at Wolf Ranch Homeowner
Condensed Design Guidelines-
Prepared May 1, 2007.**

A Supplement to the Wolf Ranch Community Master Design Guidelines



**Master Design Guidelines /
Master Community Design
Guidelines**

The restrictions, review procedures, and construction regulations for making initial improvements to a builder's lot within Wolf Ranch adopted and enforced by the Founder and its appointed Design Review Committee as set forth in this document and as amended from time to time by the Committee.

**Guidelines / Parkwood at
Wolf Ranch Homeowner
Design Guidelines**

The restrictions, review procedures, and construction regulations for making additional (beyond initial) improvements to a homeowner's lot within Wolf Ranch adopted and enforced by the Founder and its appointed Design Review Committee as set forth in this document and as amended from time to time by the Committee.

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Preface

The Parkwood at Wolf Ranch Homeowner Design Guidelines (herein referred to as the "Guidelines") have been created as a supplement to the Wolf Ranch Community Master Design Guidelines (herein known as the "Master Design Guidelines"). Both sets of Guidelines have been adopted in accordance with the Wolf Ranch Community Charter. The Master Guidelines have been followed by homebuilders and developers in the initial construction of lot improvements within Parkwood at Wolf Ranch. The Homeowner Design Guidelines have been created in order to clearly communicate design principles and standards for homeowner improvements and additions to lots within Parkwood at Wolf Ranch. These Guidelines are intended to provide guidance to Owners and their design consultants regarding matters of particular concern to the Reviewer. These Guidelines are not the exclusive basis for the Reviewer's decision, and compliance with these Guidelines does not guarantee approval. The Master Guidelines are the controlling principles for any issues not specifically addressed in these Guidelines.

Purpose & Intent

These Guidelines are established to maintain high quality neighborhood appearance and community identity through thematic continuity. These Guidelines are to be used as a tool in the development of the site, architecture, and landscape architecture plans that will be submitted and reviewed by the Reviewer. The Reviewer is the Founder, **Norwood Limited, Inc.** or the appointed entity, as set forth in the Community Charter for Wolf Ranch, as one who shall review, and either approve or disapprove proposals and/or plans and specifications, construction, exterior additions, landscaping or changes and alterations within Wolf Ranch.

UNLESS OTHERWISE PROVIDED HEREIN, NO IMPROVEMENTS (OTHER THAN INITIAL IMPROVEMENTS) SHALL BE CONSTRUCTED, ERECTED, PLACED, PLANTED, APPLIED OR INSTALLED UPON ANY LOT UNLESS PLANS AND SPECIFICATIONS HAVE FIRST BEEN SUBMITTED TO AND APPROVED IN WRITING BY THE REVIEWER.

Waivers / Amendment & Supplements

The Reviewer shall have the right to waive, at its sole discretion, any of the provisions outlined in these Guidelines at any particular time. No such waiver shall be construed or held to be a waiver of any other provisions of these Guidelines, or of the same provisions to any other party.

These Guidelines may be amended or supplemented from time to time in accordance with the Community Charter.

Reviewer - The Founder, or the appointed Design Review Committee as set forth in the Wolf Ranch Community Charter, is one who shall review and either approve or disapprove proposals and/or plans and specifications, construction, exterior additions, landscaping or changes and alterations within Wolf Ranch.



Enforcement and Non-Liability of Reviewer, Founder, Management Company and Wolf Ranch Homeowners' Association, Inc.

These Guidelines may be enforced as provided in the Wolf Ranch Community Charter. Neither the Reviewer, the Association, the Board of Directors, the Founder, nor the Managing Agent, nor any of their respective individual members, employees, agents, successors or assigns shall be liable for any loss, damage or injury arising out of, or in any way connected with, the performance and duties of the Reviewer. Every Owner or other person who submits plans to the Reviewer for approval agrees, by submission of such plans and specifications, that they will not bring an action, lawsuit or claim against the Reviewer, the Association, the Board of Directors, the Founder, nor the management company nor any of their respective individual members, employees, agents, successors or assigns based on mistake in judgment, negligence, or nonfeasance arising out of, or in connection with, the approval or disapproval or failure to approve any plans or specifications. Approval by the Reviewer shall not be deemed to constitute compliance with the requirements of any local building codes, development regulations or other applicable laws, and it shall be the responsibility of the Owner to comply therewith.

Site Design

Approval Requirements

No substantial changes in plans or material previously approved may be undertaken without approval of the Reviewer. No work shall be undertaken (other than routine maintenance and repair) which will result in material changes in the exterior appearance of an approved residence, including painting (a different color) or re-staining (a different color) without prior, written approval of the Reviewer.

Site Considerations

Site improvements should minimize the disturbance of existing terrain and should not disturb drainage patterns. Respect for adjacent residences is stressed.

Grading and Drainage

As individual filings are platted, Lot Drainage Plans have been prepared to reflect detailed locations of swales required to accomplish drainage on individual lots and within the overall filing. It is recommended that Owners reference their specific Lot Drainage Plan prior to the design of improvements and additions to lots. Lot Drainage Plans can be obtained from your builder.

The location of additional structures, or other improvements within the home site, shall not adversely impact or disrupt the originally constructed drainage patterns on the lot.

Owners are responsible for controlling the drainage resulting from the additions and improvements of the home site, including landscaping, and may not direct water onto an adjacent property, unless such a diversion is located within an established drainage easement.

Board of Directors - The Board elected pursuant to the Association's Bylaws or appointed by the Declarant.

Founder - The founder, **Norwood Limited, Inc.**, is the declarant and developer of the master-planned community of Wolf Ranch.

Owner - The term Owner shall mean the record Owner of any Home site or Home sites as shown on the official records of the El Paso County, Colorado Recorder. The Owner may act through an agent provided that such agent is authorized to act in such capacity.



Patio - An outdoor semi-private space often paved, that is immediately adjacent to a home.

Terrace - A raised outdoor space or earthen platform adjacent to a building used to transition between areas of steep grade.

Individual modifications such as landscaping within easements or modifications to grades through improvements such as patios, terraces, or site walls could adversely affect the established drainage patterns. Runoff from impervious surfaces such as roofs, driveways or other paved areas, shall be diverted away from building foundations. Drainage shall be directed to natural or improved drainage channels, or dispersed into shallow sloping, planting areas for retention. Storm drainage shall not connect into sanitary sewer systems. Lot grading shall consist of smooth contours and transitions and not sharp angles or abrupt grade changes.

Easements & Utilities

Utility and drainage easements have been established across each lot to facilitate drainage, and the installation and maintenance of all public utilities. No grading, site improvements, or landscape materials that may result in damage or interference to these utilities will be permitted within these easements. Landscape plans should, however, address and indicate the replanting of acceptable landscape materials within areas of these easements disturbed during installation or repair of individual utilities. The drilling of individual private wells is not permitted.

Setbacks and Side Yard Criteria

All front, rear, and side yard setbacks and side yards must comply with the City of Colorado Springs standards unless alternative design criteria are established by these Guidelines and approved by the City of Colorado Springs.

Corner Lot Visibility Sight Triangles

Fencing, walls, buildings, pillars, landscaping, signs, or any other obstruction to vision between the heights of 3' and 10' above street level are not permitted within the site triangle of corner lots at the intersection of the curb lines of two streets as shown on the Parkwood at Wolf Ranch Development Plan.

Note: It is the Owner's responsibility to determine and comply with the required setbacks that are assigned to their lot.

Architecture

Building Additions or Improvements

Additions or new improvements must be compatible with existing construction. Solid body stains that relate to the surrounding improvements are acceptable. Color samples and exterior improvement colors must be submitted to Reviewer for approval.

Restricted Materials:

The following materials are acceptable in a limited manner or only in specific places for aesthetic or functional reasons.

- Vinyl windows - vinyl windows are allowed within Parkwood, but to the extent color variation is or becomes available, color is preferred over white.
- Glass block - acceptable on side elevations up to a maximum of 25 sq. ft.
- Masonite - is acceptable on soffits.

Prohibited Materials:

The following materials are not acceptable in Parkwood for aesthetic and / or functional reasons.

- Concrete Masonry Units (CMU)
- Pre-cast Concrete
- E.I.F.S. (exterior insulation finish system)
- Soffit Materials made of raw plastic or plastic siding
- Plastic Siding
- Round stone or River rock
- Raw Plywood

Masonry - Stone, brick or other vitreous clay bonded by cementitious mortar for use in the construction of site and building elements.



Example of river rock or round stone.

Appurtenances

An appurtenance is essentially a structure or item secondary from the primary home. Unless otherwise specifically stated, plans for a proposed improvement must be submitted to the Reviewer. Written approval of the Reviewer must be obtained before the improvement is made. Any improvement not specifically listed herein requires reviewer review and written approval.

Accessory Structures

Accessory structures include storage/equipment buildings, greenhouses, play houses, basketball hoops or other structures, whether or not they are directly attached to the residence. Lots at Parkwood are not designed with the intention that accessory structures be erected on the lot due to the limited area.

Clotheslines

Outdoor clotheslines or other facilities for drying or airing clothing or household goods are not permitted. Laundry may not be dried or hung outside any Home or other Improvement.

Landscape Installation

Front yard landscaping will be installed on each lot by the builder and thereafter the landscaping forward of the wing fencing shall be maintained by the Association. Any changes made to the landscape must be submitted to the Reviewer for approval prior to installation.

Parking

In a time when families have more vehicles per household than ever before, having reasonable standards for parking is important to protect the appearance of the Community.

Owners shall use their garage for the parking of their automobiles (in contrast to using the garage as a storage area or workshop that negates the opportunity to park inside the garage.) The driveway may not be used for storing vehicles that are unused, unusable or kept for purposes other than **regular use**. Motor vehicles stored within the Community shall be placed in an enclosed garage. An "unused vehicle" is defined as any vehicle which is not properly licensed or in drivable condition, as determined by the Association.

Pickup trucks having one-ton or less manufacturer's rated capacity and passenger vans for private use of the residents of a home as primary transportation on a day-to-day basis shall not be considered trucks for the purpose of the foregoing restrictions.

Unauthorized vehicles parked in violation of these standards shall be subject to being towed if not relocated after notice is given by the Committee or the Board.

Parking of Emergency Vehicles

Each resident is encouraged to park vehicles in their garage or driveway whenever possible. Street parking is permitted on Public Roadways within the community only in areas that are not marked with a "No Parking Fire Lane" sign. Resident shall not block



access to other owners driveways or garages.

Vehicles are not permitted to be stored on any property, stored is defined as not moving for a period of three (3) days. Any vehicle that is stored or abandoned is subject to being towed within 24-hours after notice is posted on the vehicle. Vehicles must have current license plates displayed on the vehicle at all times.

An Owner may be allowed to park a motor vehicle on a street, driveway or parking area in the community if the Owner is required by his/her employer to have a motor vehicle at his/her residence during designated times and if all of the following conditions are met:

- The vehicle weighs 10, 000 lbs. or less, and
- The unit owner must be a member of a volunteer fire department or an emergency service provider (defined as a primary provider of emergency fire, fighting, law enforcement, ambulance, emergency medical or other emergency services), and
- The vehicle has some visible emblem or marking designating the vehicle as an emergency vehicle, and
- The parking of the vehicle does NOT obstruct emergency access or interfere with the ability of the other residents to use the community's streets and driveways.

Vehicle Storage

Non-primary vehicles, such as RV's, campers, boats or any vehicles in need of repair, shall not be stored in a driveway or yard.

Patriotic Expression

Owners have the right to display the American flag within their property, subject to the following standards:

How displayed: by a bracket attached to the home

Flag size: Maximum 3' X 5'

Owners may also display a Military Service Flag denoting the service of the unit owner or a member of the owner's immediate family in the active or reserve military service during times of war or armed conflict.

Owners should observe the Federal Flag Code USC 4-10 when displaying their flag(s).

Pets/Animals

Domesticated animals kept as pets are welcomed additions to many families and may be maintained by Owners of Parkwood. However, no animal may be housed, raised, kept or maintained either temporarily or permanently for commercial purposes.

It is important that pets not be allowed to run loose in the neighborhood. Pets should be kept under the control of their owners at all times. Dogs should be placed on a leash whenever outside of the Owner's Lot. Free-roaming cats can also be problematic and a nuisance to others; cats should also be maintained within the boundaries of the Owners property. Loose animals will not be tolerated due to the danger they pose to children and other animals, even though such dangers may be unintentional by the pet.

Animal owners must be both responsible caretakers and responsible neighbors. No dog (or other pet) may be chained or enclosed on any Lot outside of the home without direct supervision.

Any Owner having an animal which, in the sole opinion of the Association, makes an unreasonable amount of noise, becomes a nuisance or a safety concern, may be required to remove the animal from the Community.

Pet owners are obligated to clean up after their pet(s), especially when the pet is on the property of others (including the Community's common area). Fines may be assessed against those who fail to comply with this standard.

Pet Houses/Shelters/Runs/Kennels

Pet/dog houses, shelters, and kennels/runs shall be screened from the view of adjacent lots and public right-of-way through the use of deciduous and evergreen trees, shrubs, or fences and shall be integrated into the existing primary structure architecture. No chain link enclosures of any kind are allowed.

Satellite Dishes/Antennae

No satellite dishes, antennae or similar devices designed for transmission or reception of radio, television or other broadcasts of any kind are permitted on any lot without prior approval, except for "Permitted Devices. A Permitted Device is found in one of the following categories:

- Antennae or satellite dishes designed to receive direct broadcast satellite service which measure one meter or less in diameter
- Antennae or satellite dishes designed to receive video programming services via multi-point distribution services which are one meter or less in diameter or diagonal measurement; or
- Antennae or satellite dishes designed to receive television broadcast signals, which are one meter or less in diameter or diagonal measurement.

Permitted Devices may be installed on a lot without an application or prior approval, provided they are installed in strict compliance with the section below.

A Permitted Device shall be installed solely on the Owner's lot and shall not encroach upon any street Right-of-Way, Common Area, or any other Owner's lot. A Permitted Device shall be installed in a location on the lot from which an acceptable quality signal can be obtained and is least visible from the street, other lots, and public view. In order of preference, the locations considered to be least visible are:

1. Inside the structure of the home (antenna only)
2. Back yard on the ground or below the lot line fence
3. Side yard on the ground or below the lot line fence
4. In the back yard, elevated no higher than 12 feet off of the ground if necessary to obtain an acceptable quality signal, and screened from view of adjacent lots and the street;
5. Attached to the back of the house, with no part of the Permitted Device any higher than the lowest point of the roofline and screened from view of adjacent lots and the streets;
6. Attached to the side of the house, with no part of the Permitted Device any higher than the lowest point of the roofline and screened from view



of adjacent lots and the street;

Permitted Devices are not to be installed on roofs or in front yards.

Mast Installation

Mast height may be no higher than absolutely necessary to receive an acceptable quality signal. Masts must be painted the appropriate color to match their surroundings.

Safety

For safety reasons, the location of any mast that must extend more than 12 feet above the ground is subject to review and approval of the Reviewer prior to installation. Any such application must include a detailed description of the structure and anchoring methods of the antenna and mast. The notice of rejection shall specify the particular safety risks. If this installation will pose a safety hazard to residents of adjacent properties then the Reviewer may prohibit such installation. The notice of rejection shall specify these safety risks.

Masts shall not be installed any closer to the lot line than the total height of the mast and antenna and any structure on which it is mounted in order to minimize hazards to persons and property if the mast were to fall from a storm or other causes. A licensed and insured contractor must install masts.

Signs

One temporary sign advertising property for sale or lease, may be installed on the property without Reviewer approval, provided the sign is ground mounted, has dimensions of 2' x 3' or a typical real estate sign, and is conservative in color and style. No lighted or moving signs, nor signs painted on the exterior of buildings are permitted.

Event Signs

Garage sale signs shall only be displayed one day prior to the sale and must not exceed the size specifications outlined above. Owners are responsible for removing signs the day after the sale. Signs may not be affixed within any public right-of-way (including street signs, stop signs, light poles, or other signs).

Political Signs

In an effort to be sensitive to neighborhood aesthetics while granting an individual's opportunity to express and support their political candidate or issue, the association shall permit political signage to be displayed based on the following standards.

Political signage is 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.

Time frame: Installed up to 45 days prior to the election
Removed within seven (7) days after the election.

Maximum size: 18" X 24"

Number of signs: Maximum of (1) sign per lot

Site Lighting

Exterior lighting shall be limited to identification signs and lighting dedicated to security and personal safety. Where yard lights are utilized, they will be installed by the builder or owner and placed three (3) feet from the right-of-way where no walk is present, or three (3) feet from the interior walk edge if walks are present. Driveways, porches, patios, pathways and entrances may be illuminated. Address identification signs shall be ground lit.

The display of decorative holiday lighting is allowed between November 15th and January 15th annually. The Reviewer has the right to require changes to any decorative holiday lighting where the scale and intensity of such lighting is not deemed appropriate by the Reviewer.

In all cases, down-lighting is required to reduce glare and ambient light pollution. All site lighting shall be designed so that the direct light source is not visible from adjacent properties, rights-of-ways, or public areas. Flood lighting, sodium vapor, mercury vapor, or other harsh HID light sources will not be allowed. Lighting shall not exceed 60 watts. The use of lights other than white or pale yellow exterior lights will require specific approval of the Reviewer. The proposed illumination plan is required to have final approval from the Reviewer.

Statues & Sculptures & Yard Ornamentation

Reviewer approval is not required for a reasonable number of statues, sculptures or other yard ornamentation such as birdbaths, birdhouses, fountains and ornamental flags if they are not installed in the front yard and are a total height not greater than three feet. Installations not within the above requirements shall be submitted for approval by the Reviewer. Art pieces should complement the landscape and the overall architectural style of the home, as well as be appropriate for the neighborhood situation. Patio furniture and barbecue grills shall be placed on the patio and do not require Committee review or approval.

Utility Equipment

All outdoor mechanical and electrical equipment, such as metering devices, transformers and air-conditioning units shall be concealed from the view of adjacent lots, rights-of-way, and public spaces. Wall mounted equipment shall be enclosed with materials homogeneous with the building's exterior. Window, wall, or roof-mounted air-conditioning units are not permitted.

Submittals shall include utility equipment specifications and a description including the size and location of screening materials or methods.

Trash Receptacles

Trash receptacles shall be screened and/or enclosed from public view, except on trash collection days.

Wolf Ranch Design Review Process



The following criteria and processes apply to Owners proposing improvements and additions for their lots.

Other Building Improvements

When the proposed improvements consists of color and material changes, please include the following information:

- Painting/staining - Submit paint or stain samples - large samples help give a better impression of color than small ones. Indicate the color in general terms of the houses on either side of yours (Example - light beige with brown trim).
- Roofing - Submit manufacturer's sample or brochure showing the type and color of shingle you plan to use.
- Brick or stone - If you are using brick or stone you must submit a sample or brochure indicating the color, size, and shape of the brick or stone.

Liability / Code Conformance

Approval of plans by the Reviewer shall not be deemed to constitute compliance with the requirements of any local building, zoning, subdivision, sign, safety, health, public works or fire codes and regulations, nor shall approval waive any requirements on the part of the Owner to comply with setbacks, height restrictions, or requirements unless such waiver or variance is specifically requested at the time of submittal and granted by the Reviewer and the appropriate jurisdictional agency.

The covenants, conditions and restrictions, as established by the Charter, shall remain in force as the legal restrictions governing all construction.

Any Owner submitting plans for Reviewer approval shall be responsible for the verification and accuracy of all dimensions, grades, elevations and the location of key natural terrain features for the site.

The Reviewer reserves the right to waive, or vary, any of the Guideline procedures at its discretion, for good cause shown. Any waiver, or variance, granted shall be considered unique and will not set any precedent for future decisions.



Appendix A - Fee Schedule

Warren Management Group, Inc. Improvement Review Fee Schedule For Wolf Ranch Owners Association, Inc.

General Improvement Application.....\$100*

Includes: (but not limited to)

- Revised Landscape Plan
- Fence Plan (i.e. rear yard, dog)
- Deck or Patio Plan
- Covered Patios
- Accessory Structure (shed, hot tub, pergola & etc.)
- Home Addition
- Trampoline (In-ground)

Other Improvements Application..... \$75*

Includes: "Minor" changes such as (but not limited to)

- Play Structures
- Permanent Sports Equipment (i.e. basketball goal)
- Exterior Lighting
- Trampoline (Above Ground)
- Satellite Dish
- Statues & Sculptures

Non- Structural Exterior Home Improvements Application..... \$50*

Includes: (but not limited to)

- Repainting
- Adding Shutters
- Roof Replacement
- Window Replacement
- Storm Doors
- Removable/Portable Basketball Goal

Per Inspection of Improvement Upon Completion..... \$50*

*Submittal fees subject to change.

Unless stated above, temporary or portable equipment does not require an inspection, but is subject to covenant standards.

