



DESIGN GUIDELINES
&
REGULATIONS

Updated December 1, 2005

Amended: April 10, 2017

Amended: March 9, 2022



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DESIGN GUIDELINES AND REGULATIONS

1 Introduction & Purpose of the Design Guidelines

1.1 Introduction

The Brightwater Design Guidelines and Regulations have been created to provide a general guide for the design and development of homes and improvements in the Brightwater community. The Guidelines are the principal tool for maintaining the desired design quality of the built environment of Brightwater.

They are intended to encourage architectural diversity within the overall framework of the Brightwater goals and philosophies. These include the following:

- Integration and enhancement of the built environment with the natural landscape;
- A contemporary architectural style that is based on the mountain and historical ranching and agrarian style of the Gypsum Creek Valley and the region; and
- Design that is simple in form and construction but with a richness of materials and details.

All construction, landscaping, development, addition, and/or alteration to any property at the Brightwater Club shall be subject to these guidelines. These Guidelines are meant to be a guide in the design and construction at the Brightwater Club. The Guidelines are administered by the Brightwater Design Review Board (DRB).

The Guidelines have been adopted by the DRB and may be amended from time to time by the DRB. It is the responsibility of the Owner, Architect, Contractor or Authorized Agent to understand the requirements of the current version of these Guidelines.

1.2 Purpose and Philosophy of Design

The Brightwater Club's design philosophy is to create a contemporary community focused on respecting the rich ranching and agrarian heritage of the Gypsum Creek Valley. This is done through the integration and enhancement of the built environment with the natural landscape and design that is simple in form and construction but with a richness of materials and details.

There are many design principles that can be employed to achieve design continuity while at the same time allow for individual interpretations and expressions of the mountain and ranch architectural vernacular. Some of these principles are continuity of architectural style, the use of appropriate building materials, incorporating design elements that are of human scale, and landscaping that is well integrated to both the home and site. Through the implementation of these and other design principles, Brightwater will be a community that allows expression of individual design styles yet has an overall sense of harmony with its surroundings.



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1.3 Definitions

Applicant: an owner or Owner's representative who is authorized to represent and/or act upon any application materials or submittals.

Architect: a licensed Colorado Architect is recommended for the design and preparation of submittal documents for all buildings.

Builder: an insured person or entity engaged by an 'Owner' for the purpose of constructing any improvement within the project - the 'Builder' and 'Owner' may be the same person or entity.

Building Coverage: the total area of a Lot covered by a building or buildings, measured at the ground surface - building coverage is measured from outside of all exterior walls at ground level and shall include stairways, fireplaces, covered parking and enclosed walkway areas, porte-cocheres, and all cantilevered building areas - in effect, it is the area that is covered by building(s) and does not include roof overhangs, unenclosed walkways, usable areas under above-grade decks, or similar extensions - it excludes uncovered decks, porches, patios, terraces and stairways less than 30 inches above finished grade.

Building Envelope: an area designated on the approved final plat drawings recorded with the County, which is effectively the area within the building setbacks.

Building Height: the height of a building is the vertical distance above any point, established along the line of the exterior surface of the building perimeter, from existing or finished grade (whichever is more restrictive) measured to the highest point of any roof surface of a structure, exclusive of chimneys, chimney caps, or similar approved items - existing grade is the natural topography that exists before any development takes place - the height measurement from the lowest calculated point around the building determines the maximum height of the building - height measurements of a building with stepped roofs will be reviewed and interpreted at the discretion of the DRB.

Compliance Deposit: the deposit that the owner is required to deliver to the Design Review Board prior to commencing a Construction Activity.

Construction Site: a site upon which Construction Activity takes place.

Construction Activity: any site disturbance, construction, addition, or alteration of any building, landscaping, or any other improvement on any Site.

Construction Vehicle: any car, truck, tractor, or other vehicle used to perform any part of a Construction Activity or to transport equipment, supplies or workers to a Construction



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Site.

Designer: a designer of architectural buildings may be used for the design and preparation of submittal documents for all residential building.

Design Guidelines: the review procedures, restrictions, and construction regulations adopted and enforced by the Design Review Board as set forth in this document and as amended from time to time by the Design Review Board.

Design Review Board (DRB): the committee appointed at the sole discretion of the developer or the Homeowners Association pursuant to the Declaration of Covenants as the Design Review Board - the DRB shall review and either approve and disapprove proposals, submittals and/or plans and specifications for all design and construction activity within the Brightwater Club.

Excavation: any disturbance of the surface of the land (except to the extent reasonably necessary for planting of approved vegetation or soil testing), including any trenching which results in the removal of earth, rock, or other substance or any grading of the surface.

Fill: any addition of rock, earth, or other materials to the surface of the land, which increases the natural elevation of such surface.

Gross Floor Area: the total floor area of a building which includes basements, covered parking, storage and mechanical area as measured from the exterior surface of outside wall.

Improvement: any change, alteration, or addition to a platted land tract including any excavation, fill, residence or building, outbuilding, road, driveway, parking area, wall, retaining wall, stair, patio, courtyard, landscape planting, fence, sign, and/or any built structure of any type.

Impervious Coverage: the total lot covered by a building or buildings and related site improvements such as patios, decks, terraces, pools, tennis courts, walks, paths, and all paved areas including driveways and roof covered areas, excluding roof overhangs of 4 feet or less.

Owner: the record holder of legal title to fee simple interest in a land parcel and/or unit or interest therein.

Residence: the building or buildings, including any garage, or other accessory building, used for residential purposes constructed on a Lot, and any improvements constructed in connection therewith.



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2 Site and Landscaping Guidelines

2.1 Introduction

Site development involves the location and orientation of buildings, driveways and other improvements on a lot. Generally buildings should be oriented to maximize the attributes of the site, while minimizing the disturbance to the natural surroundings.

The overall massing and placement of buildings should be designed in response to the natural characteristics of the site, maximize views, and provide sun exposure. Access to the site should be given careful consideration. Given the lot size and required setbacks within the Brightwater Club the siting of homes is generally straightforward.

The underlying goal of landscape design at the Brightwater Club is to integrate homes and related improvements with their site and to establish a common natural landscape element throughout the community. Since the predominance of building sites are located in previously cultivated fields, new landscape plantings on the residential lots will be critical in the creation of a highly desirable living environment.

2.2 Building Envelope and Setbacks

The Building Envelope defines the location for all buildings and improvements, with the exception of driveways, landscaping, and utility connections. Building envelopes and setbacks are identified on the final plats for the subdivision.

2.3 Driveway Access

One driveway access point is allowed for each lot. A second access point, though discouraged, may be permitted for circular driveways at the DRB's discretion. Driveways should be designed to have the least amount of width in order to provide adequate access to the home. Generally, driveways should be 12' in width but may be wider to accommodate driveways with direct access to a two-car garage. In no case should a driveway access point be greater than 20' in width. Driveways should follow alignments that minimize grading, tree removal or other disruption of the site. Allowable surfaces for driveways are asphalt, concrete pavers, stamped asphalt, stone, and/or concrete. Gravel and porous stone are not be permitted as driveway materials. The first 20' of the driveway shall have a maximum slope of 5%. Driveway slopes between 10% to 12% are required to be snowmelted. No driveways are permitted with slopes greater than 12%.

2.4 Parking

Every home is required to provide four on-site parking spaces. The minimum parking space size shall be 9' by 18'. All parking shall occur within the building envelope or within a garage. No recreational vehicle, trailer, boat, tractor, ATV, motorized or non-motorized vehicle is permitted to be parked outside of a garage except as may be allowed by the rules



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and regulations for the Brightwater Club.

2.5 Building Coverage

Building coverage is limited to 30% of the total lot area and shall not exceed the boundaries of the building envelope (see definition of building coverage).

2.6 Site Utilities

Site utilities are required to be installed underground on alignments that minimize grading, tree removal, or other unnecessary disturbances to the site. All self-contained site utilities must conform to all federal, state, and local governing codes. Above grade utility leads to be screened by approved meter enclosures.

2.7 Grading

Site grading should be designed with a combination of cuts, fills, and retaining walls that appear to be a natural extension of the surrounding landscape. Whenever possible, natural slopes are to be used instead of retaining structures. Cut and fill slopes are to be re-vegetated with native plant materials and blended into the surrounding site. In no instance shall the design and construction of improvements on a lot cause a condition that will lead to soil erosion. With the exception of the grading for site access, all grading should be limited to areas within the building envelope. If any site water is encountered, mitigation techniques prescribed by a licensed Colorado Civil Engineer will be required. A Geotechnical Engineer is required for the design of excavation for foundation systems and their required bearing capacity. Natural site drainage should be used whenever possible and must substantially comply with the approved civil engineering drawings for each subdivision filing.

2.8 Drainage Systems and Structures

All natural drainage courses shall be protected and existing drainage patterns maintained. New drainage ways are to be designed to appear and function like natural drainage ways. Complex draining systems are to be designed by a licensed Professional Civil Engineer.

2.9 Retaining Walls

Retaining walls may be constructed of approved boulders, veneer walls, or laid stone, in traditional patterns. Keystone block retaining walls are prohibited. Retaining walls over 4' in height are discouraged. Any wall over 4 ft. must be designed by a licensed structural engineer. Retaining walls should blend into their surroundings, avoiding abrupt transitions. Retaining walls should integrate with the design and materials of the home.

2.10 Paths, Outdoor Spaces, and Terraces

Outdoor living spaces can provide an effective transition between a home and the outdoors



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and also reinforce the visual connection of a building and its site. Terraces, verandas, patios, porches, courtyards, and other similar outdoor spaces should be an integral element of the design of homes.

All paths, outdoor patios, and terraces shall be located within the building envelope, blend into the natural topography and vegetation, and designed to be harmonious and integral with the architecture of the home. Terraces, patios, walkways and decks can serve as an effective transition between the mass of a building and the topography, vegetation and other natural characteristics of a site. The location and size of terraces, patios, walkways and decks should be determined based on the characteristics of the site as well as the location of the interior spaces. On above grade decks, support columns and underside decking should be finished to match or be sympathetic to the materials used on the main residence. Unless specifically approved by the DRB, these improvements must be made within the Building Envelope. Acceptable paving materials for terraces, patios, and walkways include flagstone, sandstone, concrete pavers, or colored concrete.

2.11 Fences and Landscape Boundaries

Fencing, walls, and gates should be incorporated into the design of the home. All fences, walls, and gates shall be located within the building envelope. All fence design is to be fragmented suggesting a boundary, an extension of the house, or as a transition element. Perimeter lot fencing is not permitted. At the discretion of the DRB, small enclosures up to a maximum of 100 sq. ft. may be permitted to allow for privacy and/or to provide for a pet enclosure. These enclosures should be attached to and integrated with the house.

2.12 Exterior Utility Areas

Trash disposal, outdoor service areas, and satellite dishes shall be located within the building envelope, and, as appropriate, made inaccessible to wildlife. Trash containers, maintenance equipment, and firewood must be enclosed and attached to or within the building. Large freestanding satellite dishes and/or other types of similar equipment are prohibited.

2.13 Miscellaneous Improvements

At its discretion, the DRB may approve other miscellaneous improvements, including but not limited to pools, hot tubs/spas, swing sets, playhouses, gardens, fire pits, and ancillary buildings. Materials and colors should be sympathetic to the design of the home. Trampolines are required to be in-ground. Landscaping may be required to screen uses from adjacent property owners. All miscellaneous improvements shall be located within the building envelope and sited to minimize impacts to adjacent property owners. Accessory Dwelling Units (ADUs) are prohibited.



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2.14 Exterior Lighting

The intent of this section is to provide for safe passage and movement during the night time hours while not causing unnecessary light pollution on neighboring lots or when viewed from a distance. The maximum number of exterior light fixtures should generally be limited to the minimum number of light fixtures required for each structure by the building code. Residence address lighting is to conform to neighborhood design guidelines (see appendices). Driveways, porches and patios, entrances and pathways may be illuminated for safety reasons. In all cases, down-lighting shall be installed such that the direct light source is not directly visible from off-site. Up-lighting of trees is not permitted. All exterior lighting is subject to approval by the DRB and shall meet the following:

- No lighting is permitted outside of the building envelope;
- All exterior lighting must be dark night sky compliant;
- Exterior lighting must be low-level with maximum 400 lumen fixtures. If a light fixture is on a dimmer switch, the lumen output at the highest setting must not exceed 400 lumens;
- Frosted or seeded glass is required for exterior lighting fixtures;
- No exterior lighting in which the direct source is visible from a neighboring property or which produces excessive glare to pedestrian or vehicular traffic shall be permitted; and
- With the exception of the seasonal display of decorative holiday lighting (between November 15 through January 15), and small white lights in a reasonable amount of trees (between November 15 through March 15), the use of exterior landscape lighting is not permitted.

2.15 Landscape within the Lot

The native landscape area is generally described as the portion of the lot located outside of the building envelope or substantially removed from the home. In addition to providing a natural buffer between homesites, one of the primary purposes of the native landscape area is to establish a common natural landscape element throughout the community. This area is to be maintained in a predominantly natural state and defined with a gradual transition between other more formal landscape areas of the lot.

2.16 Golf Course Edge

The introduction of all plant materials on lots adjacent to golf course is subject to the approval of the DRB. The native landscape area of each homesite should interface with the rough, or natural landscape area, of the golf course to create a uniform edge treatment. Upon completion of landscape improvements, the property line between the golf course and individual lots should not be discernible. Consideration should be given to the proposed plantings and how they influence visibility for golf play and safety for the lot



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residences.

2.17 Landscape within the Building Envelope

Landscaping within the building envelope may include the use of permanent irrigation and shade to create “micro climates” that will support a wide variety of plant materials. As such, ornamental plants, planting beds, gardens and other formal landscape designs may be introduced within the building envelope. High Intensity Plantings should be located within the Building Envelope. The DRB may approve High Intensity Plantings outside of the Building Envelope at driveways or other critical amenities to the lot and community experience.

2.18 Manicured Lawns

In order to minimize the use of water and reinforce the integration of buildings and improvements with the natural environment, the introduction of formal manicured lawns should be minimized. The use of fescue grasses for manicured lawns is required in lieu of water intensive grasses such as Kentucky Bluegrass.

2.19 Irrigation

Domestic water service is provided by the Town of Gypsum through the municipal system. In acknowledgement of the limited supply of water in the arid west and wise-water stewardship, the Brightwater Club has restrictions on the total area of permanent landscape irrigation allowed on each lot. All temporary and permanent irrigation systems shall be reviewed and approved by the DRB prior to installation. All irrigation systems must comply with the final plat for the Brightwater Club.

Each lot is allowed a maximum permanently irrigated area of 18% of total lot area. The cumulative allowable permanently irrigated area for all residential and commercial uses at Brightwater is 68.6 acres.

All lots shall be required to install an underground, automatic timer-controlled irrigation system. The irrigation system shall be installed within 180 days from the issuance of the certificate of occupancy. Any landscaping bond, if applicable, must include the cost of required irrigation system. A portion of the landscaping bond will be held by the DRB administration until such time as the temporary irrigation system is removed.

The use of moisture sensors, drip irrigation, and pop-up heads that conserve water are encouraged. Backflow preventers are required and manual valves are prohibited.

Irrigation shall be limited to three times per week following the initial establishment of landscaping. Other local government regulations may further limit irrigation.



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Landscape areas planted with native or drought resistant plants outside the restricted areas will be allowed an establishment period of up to two years for grasses and wildflowers and up to four years for trees and shrubs during which time these areas may be irrigated by sprinkler or drip systems or hand watering for the purpose of assisting in the initial establishment of these plantings.

2.20 Plant Materials

Recommended plant lists are included in the appendix to assist the owner's designer. The recommended plant lists are intentionally limited to create harmony throughout Brightwater Club. Micro-climate conditions created on each site by the proposed structures, earth forms and landscape planting play heavily in the selection of appropriate plant materials. It is strongly recommended that a landscape architect or design familiar with the local growing conditions and appropriate plant pallet be utilized.

2.21 Typical Planting Treatments

- a. High Intensity Plantings (within the Building Envelope) - includes manicured lawns and other irrigated ground covers, flower beds, intense shrub beds and deciduous and evergreen trees. The area would typically be irrigated with permanent underground sprinkler systems and would represent the highest irrigation water consumption on a lot. These planting should be utilized in areas where they will have the greatest visual and environmental impact upon the residents of the lot.
- b. Transitional Plantings (outside of the Building Envelope) - The purpose of transitional planting areas is to reduce the consumption of irrigation water while maintaining a strong impact of landscape plantings. The seed mix used in the rough areas of the golf course are recommended for these transition areas because of their ability to survive with significantly reduced amounts of irrigation water. These grasses may be mown and maintained in a semi-manicured character although they will generally turn brown and dormant during the hotter and drier portions of the summer season. Irrigation systems are not allowed for these types of plantings after the initial establishment period. Trees and shrubs are the most important element of the Transitional Planting Area because of the ability to create significant landscape impact with only moderate consumption of irrigation water. "Drip" type irrigation systems are permitted and must be installed underground for trees and shrubs.

2.22 Installation and Maintenance

- a. Performance
Each lot shall be fully landscaped in compliance with plans approved by the DRB within 180 days of the issuance of the certificate of occupancy of the residence. The



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DRB may approve extensions of this performance period due to weather conditions that are not conducive to the survival of the plantings.

b. Maintenance

The lot owner shall diligently maintain the landscape plantings in a manner that is consistent with the normal character of the plants. This shall include cooperation with the Association to minimize fire hazard through appropriate mowing and irrigation schedules and removal of dead branches and brush.

c. Maintenance Practices Restricted

Fertilization: A maximum of three applications of fertilizers are allowed annually. Fertilizers shall be prohibited from lot areas located within 20 feet of the normal high water line of the river. The DRB may require more stringent limitations on some lots depending on a lot's drainage patterns and vegetational conditions. These restrictions are necessary to comply with the Association's commitment to the protection of the quality of native waters at the Brightwater Club.

d. Pesticides and Herbicides

A list of allowed products or chemical formulas will be available in the offices of the DRB. Guidelines for the warranting of use and application methods will also be available.

e. Wetlands Protection:

No criteria established above in any way alters the restrictions of the Wetlands Requirements. Existing wetlands shall be preserved without interference from any landscape maintenance activities except for fire hazard elimination activities that the DRB may specifically require in wetland areas during unusually dry weather conditions.

2.23 Pre-Construction Lot Maintenance

The DRB/HOA shall have the authority to enter the property and conduct maintenance measures as may be required to bring the lot into compliance to minimize fire hazard and the presence of noxious weeds and dust.



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3 Architectural Guidelines

3.1 Introduction

The intent of the Brightwater Club Architectural Residential Guidelines is to allow diversity and flexibility in design, while developing a general unity between the style and appearance of individual residences. Each residence should respond to the natural features of its lot, while allowing individual personalities to flourish within the parameters of the Guidelines.

The architectural materials inherent to the Rocky Mountains focus on the use of natural woods, timber detailing and stone with more limited uses of stucco and exposed metals. The use of natural materials that are well proportioned to the structure is highly encouraged. The expression of structure through the use of exposed timbers or steel structure can be found in many buildings in the mountain environment and are encouraged at the Brightwater Club.

The ranching and agrarian style is to use simple forms with additive elements of shelter. The scale of the home should be in direct proportion to that of the lot. Shelter from the elements is critical with deep overhangs and covered porches providing both shade and protection from the harsh winter wind, snow, summer sun, and rain. Creating spaces for outdoor gathering and living is encouraged, to take advantage of the climate by creating a community that lives both indoors and outdoors.

The Brightwater Club encourages individual expression in the architecture and design of homes. Recognizing the changing desires of residents, more modern designs may be approved at the discretion of the DRB. However, in all cases, the basic tenets of a style that is based on the mountain and historical ranching and agrarian style, and a design that is simple in form but with a richness of materials and detailing must be reflected in the design.

3.2 Floor Area Limitations

Homes in the Brightwater Club are subject to floor area maximum limitation of 6,500 sq. ft. and a floor area minimum limitation of 2,500 sq. ft. Floor area is defined as all livable, enclosed space of a building, as measured from the exterior face of structure. Only garage and appropriately sized mechanical spaces can be excluded from the calculation of livable floor area. At the discretion of the DRB, garage and mechanical space may be included to meet the minimum livable floor area calculation, provided the home has a single-story appearance.

3.3 Building Height

The maximum building height is 35' above existing or finished grade, whichever is more



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restrictive.

3.4 Building Form

The line between built form and the landscape is meant to be intentionally blurred. The aim is to have the built form mimic or grow from the site to create a harmony within the community.

While the massing of the home must be designed in relationship to its lot, homes should be designed with an understated human scale. This can be achieved in a number of ways. For example, a composition of smaller structures may have a more comfortable scale than a single larger structure. The mass of a structure can also be reduced by stepping building heights and by providing offsets in building elevations. Large expanses of continuous vertical wall planes should be avoided.

Each building should have a strong base or foundation. Stone should be used to express structural massing and also be used around the base of the structure to help ground the home to the site and imply structural integrity of the foundation of the home.

The portion of the building facades between the ground level and the roof should appear lighter than the base and contain siding materials, windows, and expressed structural elements.

3.5 Roofs

Roof forms should be composed of primary and secondary roof elements. Primary roof forms should be gable, hip, or clipped hip. At the discretion of the DRB, shed roof forms may be permitted as primary roof forms. Primary roof pitches should be between 4:12 and 10:12. Primary roof pitches less than 4:12 may be permitted at the discretion of the DRB. Allowable primary roof materials include dimensional asphalt shingles (aka high quality architectural shingles), simulated cedar shakes, and standing seam metal roofing. Roof colors shall be limited to the darker spectrum, including black, bronze, gray, brown, etc. When asphalt or simulated shake materials are used, a soft blend of colors is encouraged to give some relief to large expanses of materials. To minimize risk from wildfire, cedar shake roofs are prohibited.

Secondary roof forms may be gable, hip, or shed, with pitches ranging from 2:12 to 6:12. The materials for secondary roof forms should be a different material than the primary roof form, and may be copper, cor-ten metal, or other metal materials. Roof pitches less than 2:12 on secondary roof forms may be approved at the discretion of the DRB. Flat roofs are discouraged as roofing materials that can be used on flat roofs are limited. However, the DRB may consider flat roofs on a case-by-case basis as long as the material is consistent with the materials of the home. Green roofs are also allowed.



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Roof materials shall be non-reflective and therefore may require treatment prior to installation. When replacing a cedar shake roof, a permitted roof material must be used.

Roof overhangs should extend a minimum of 18” from the exterior. Deeper roof overhangs are encouraged at important architectural elements. The rakes and eaves should not have soffits. Exposed rafter tails are required, allowing the connection between the wall and the roof to have an expressed structural connection.

3.6 Chimneys, Flues, and Vents

Chimneys are often prominent visual elements of a home. They should be designed to be well integrated into the home and be in proportion to the rest of the home. They should be constructed of stone and have a high quality and appropriately designed custom cap that fully conceals the more mechanical and pipe elements of a chimney. Building height limitations do not apply to chimneys. Flues, vents, and mechanical equipment should be organized and housed in chimney forms. When not feasible enclose within a chimney, such projections must penetrate the roof behind the ridge and be compatible in height, material and color with the existing built form.

3.7 Walls

A limited palette of materials based upon the natural context should be used in the composition of all walls. Every house is to be designed on all four sides, not designed for the front façade only. Wall materials should consist of natural stone and wood, with limited amounts of stucco. In limited locations and amounts, natural aging materials such as copper, zinc, and Corten may be allowed at the discretion of the DRB. Manufactured/Industrial building materials, such as cement board siding, are to be avoided as an exterior finish material. Whenever any manufactured/industrial building material is included, steps should be taken to minimize its appearance by veneering it with natural materials. Building masses should generally be comprised of no more than three materials.

Stone should be primarily used to express structural massing. The stone used must enhance the form, it is not to appear as a veneer. Stone should have a minimum of 4” thickness and be capped appropriately. Stone provides a visual anchor, which attaches the building to the site. This common base is the unifying element, which will coordinate cohesion throughout the community. Homes shall have a minimum of 10% of stone on the exterior surface. The appropriate type of stone should be reflective of indigenous material to the area. The intent is to have the home appear to grow from the land. The foundation should step down and should follow the contours of the site. On steep sites, it is required that all houses have a more substantial stone base on the downhill sides. Exposed concrete foundations are prohibited. This may require the use of metal flashing or other quality materials to mask the foundation.



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Notwithstanding the above, the home should not appear to be just “dipped” in stone. Stone should be utilized on prominent building masses and to highlight areas of architectural interest. Stone must terminate on an inside corner of a wall plane. It should be in a structural and horizontal nature, with irregular rectangular shapes.

The use of wood for a wall material is highly encouraged. The wood wall cladding material should be substantial and in proportion to the scale of the residence and be of adequate dimension to prevent the spread of wildfire or cupping. The use of rough sawn, wire brushed, and hewn wood siding is allowed. Appropriate wood siding includes western cedar, redwood spruce, or pine with sound tight knots or better. When such materials are used, they shall be treated with a natural preservatives, semi-transparent stain, pigmented stain or paint. All colors and treatment of wood techniques must be approved by the DRB prior to their implementation. Reclaimed wood siding, smooth wood wall cladding, log and timber siding may be approved by the DRB on a case by case basis. Window and door casing should be wood and exterior window trim should relate to other building materials. The use of headers and sills are required and should be integrally designed with the wall.

Wood should be used for trim, shutters, exposed structural elements, and trellises. The use of wood should not appear as a veneer application, but must enhance the form and overall integrity of the design.

Stucco is allowed as an accent material and should generally comprise no more than 10% of the total exterior material, and no more than 35% of the materials on any single facade. Stucco should be applied in a smooth finish. Stucco should be finished in earth tones and should reflect the color of soils or geology of the surrounding area.

3.8 Trellises & Exterior Rooms

Trellises and exterior rooms are an integral portion of any building form in the Brightwater Club. Trellises should be constructed of materials that appear as natural extensions of the building structure. Decks and patios should reinforce the connection with nature by extending the interior living space to the exterior and inviting people outside. Decks should be appropriate in scale and designed as an integral element of the home. Stone or stucco bases to columns can help tie the deck to the site. Covered decks should have roof forms that are consistent with the rest of the home and appear to be natural extensions of the home. The undersides of decks that are visible should have a finished, architectural quality.

3.9 Entry

The entry shall be designed as an understated form on the main façade. The roof form may create some emphasis, such as a small dormer over the entry door. The entry door should be well crafted and intimate in scale.



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3.10 Colors

A limited palette of subdued colors derived from nature is encouraged. Wood shall be treated with natural preservatives, semi-transparent stain, pigmented stain or paint. These hues should be stained as to enhance the natural beauty of the material used. Colors should be selected to reflect colors found in the existing landscape and architecture of the Brightwater Club. The use of bright colors should be avoided. Accent and trim colors should harmonize with building field colors, using similar tones and hues.

3.11 Windows and Doors

Windows and doors throughout Brightwater Club will have an utmost importance to creating a sense of quality and style. Openings should be recessed to create shadow lines, articulate wall planes, and protect and shelter the opening from the elements. The use of timber joinery and post and beam styling to visually support these opening is suggested. Windows should be arranged to create a rhythm along the length of an elevation to break up the scale and express horizontality.

Large window surfaces may be subdivided with structural members or may exist without interruption when appropriately scaled within the wall plane. Integral or simulated divided lights are encouraged. Snap in mullions are prohibited. Window trim should generally be proud of the wall material. Trim should have a thickness (generally a minimum of 2” is appropriate), dimension, and contrast from the wall material and color.

Large window assemblies are encouraged to be under deep overhangs to help provide shade and relief to the window assembly. Major view windows may be permitted as larger single panes in limited quantities.

Window materials should be wood, pre-finished aluminum (in an approved color), copper or steel. Openings of unusual shapes and sizes that detract from the overall design of the home should be avoided. The use of colored, reflective, or mirrored glass is not permitted.

Openings for windows and doors are to be appropriate to the structural expression of the building. For example, in stone or “bearing” walls, windows and doors should be relatively small and topped with a properly scaled lintel or arch. Larger stone or timber structures with piers and larger spans should accommodate larger window openings. Window and doors should be designed with sills.

All exterior doors must be constructed of high quality materials. The entry door, should create interest through innovative detailing. Materials such as wood, glass, or metal are recommended for doors. The hardware should be made of high quality materials.



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3.12 Garage Doors

Garage doors should complement the architectural style of each residence. A maximum of 4 single garage doors in the same elevation are allowed per residence. Doors beyond 2 in a single plane may be required to have a horizontal setback to avoid a long unbroken appearance. Side entry garages, where feasible, are preferred to those visible from the street. Single width garage doors are highly encouraged. Doublewide garage doors are discouraged. Materials and treatment of doors should reinforce, yet not overpower the existing vernacular. The garage is not intended as a focal point for the house. Recommended materials for garage doors are wood, frosted glass, and high quality metal panel. Aluminum, vinyl, plastic, and other simulated garage door products are not permitted.

3.13 Architectural Detailing

Architectural details are an important element of the Brightwater Club design style and also add individuality and creative expression to a home. Architectural details should be consistent throughout a home. The use of the following architectural details is encouraged:

- Deep overhangs, as permitted by the Eagle County Wildfire Regulations.
- Consistent patterns of exposed structure and structural detailing, such as rafter tails, lookout beams and bracing.
- Carved timbers and hand-crafted timber joinery.
- Steel detailing, metal banding.
- Lintels and sills constructed of stone or timbers.
- Hand-crafted doors and decorative hardware on windows and doors.
- Main entry doors and garage doors designed to complement the home.
- Deep set reveals in stone walls.
- Planter boxes.
- Decorative handrails and balcony railings.
- Decorative exterior light fixtures.
- Operable window shutters (sized in proportion to windows).

3.14 Accessory Structures

Garages may be constructed within an accessory structure. Accessory structures should be well integrated and consistent with the design of the home. Integration can be achieved with the use of similar materials, colors, architectural style, and form. Accessory structures should be visually or physically connected to the home by the use of landscaping, walls, roof forms, or walkways.

3.15 Skylights and Solar Applications

When skylights are used, they should be integrated with the roof form. Roof mounted solar



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panels must be installed flush with the roof surface. Solar panels must be dark black in appearance throughout. Support materials and conduit must be black or otherwise match the roof color. Conduit must be penetrated through the roof versus exposed on the siding or trim of the home. Freestanding solar panels of any kind (photovoltaic, hot water, etc.) are prohibited.



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4 Construction Process Management

4.1 Introduction

The construction process at the Brightwater Club is the final key to the realization of these design guidelines. The purpose of these construction procedures is to regulate construction activity within the Brightwater Club to minimize the impacts of construction on Owners and Guests. Further, it is the intention of the DRB that entire construction process has a rigorous guideline to ensure the quality development envisioned from the outset.

Construction shall not begin until final plan approvals have been issued by the DRB and a building permit has been issued from the local governing agency. Refer to the Appendices of this document for the full regulation on construction activity.

4.2 Construction Management Plan

All built projects are to provide the DRB with a Construction Management Plan before prior to final plan approval showing the limits of construction, location of construction trailer, parking, lay down area, sanitary facilities, dumpster and location of mock-up. Scale of drawing is to be same as site plan.

4.3 Limits of Construction

The physical limits of construction and related activity shall be indicated on the construction management plan. Prior to initiating any sort of site disturbance, grading or grubbing, the limits of construction shall be delineated on site with a temporary construction fence. All construction activity, storage of all construction materials, temporary construction trailer and sanitary facilities, vehicle parking, dumpsters and other construction equipment or facilities shall be located within the Limits of Construction area.

4.4 Protection of Existing Vegetation

Methods for protecting existing vegetation, particularly vegetation within the Limits of Construction, shall be indicated on the Construction Management Plan. All protective measures shall be taken prior to construction. Consult with a landscape architect as to their recommendation for protection.

4.5 Location of Construction Trailers

Trailers should be located within the designated limits of construction. Construction signs shall conform to the standard the Brightwater Club sign regulations.

4.6 Construction Mock-up

All projects are required to have a mock-up of intended construction showing all materials and common connections and details. These mock-ups need to be a minimum of 6' x 10' in dimension. The intention of the mock-up is to maintain a certain level of quality and to



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verify that all colors and materials will be utilized in a manner per the approved construction drawings and that common details are to a level of quality required by the DRB. No materials or colors are officially approved until approved on the mock-up.

4.7 Temporary Sanitary Facilities

Job sites shall be equipped with sanitary facilities. Such facilities shall be placed to minimize the view of the facilities from adjacent properties and roadways.

4.8 Construction Phasing and Schedule

A construction schedule indicating the estimated start and completion date of all major phases of construction shall be submitted and approved by the DRB prior to construction.

4.9 Construction/Damage Deposit

A construction deposit of \$10,000 shall be required prior to the beginning of any new construction or site preparation in the Brightwater Club. The deposit shall be maintained at a balance of \$10,000 during the duration of construction. The deposit shall be paid directly by the general contractor and is in addition to any DRB compliance deposit. The deposit shall be used as a security to ensure that contractors comply with the approved construction management plan and the performance standards as outlined in this section. Any damage that is caused during construction (i.e. curb or street damage, landscape or wetland damage) shall be paid for from the Construction/Damage Deposit. The General Contractor shall compensate any reductions from the original total.

4.10 Construction Site Maintenance

Job sites shall be cleaned up daily to remove construction material and debris. Any debris that cannot be temporarily stored in dumpsters shall be removed from the site daily. Concrete remaining from the clean up of trucks shall be removed from the site within seven days. All excavation material not used for backfill or final grading shall be removed from the construction site and the development within one month of excavation. Roads are to be swept and cleaned on a regular basis during construction per the time of year. Temporary gravel driveways are required to prevent mud on the Brightwater Club roads.

4.11 Dust and Noise Control

Reasonable noise and dust levels shall be maintained at all times. When necessary, mitigating measures may be required by the DRB to reduce noise or dust levels.

4.12 Construction Hours

Hours of construction shall be limited to 7 a.m. to 7 p.m. Monday through Friday. Saturday construction will be permitted and strictly limited to the hours of 9 a.m. to 5 p.m.



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4.13 Compliance Deposit

In order to maintain the quality and integrity of the Brightwater Club, a compliance deposit of \$10,000.00 shall be required prior to beginning new construction or significant exterior remodels and renovation. The deposit is in addition to the required construction deposit and is paid by the owner. The deposit may be used to complete any required improvements or to remove any nonconforming improvements in order to ensure compliance with the approved plans. The deposit is fully refundable only if the improvement is completed as per the submitted and approved plans.

4.14 Construction Agreement

A letter of agreement between the Owner and the Brightwater Club Owners Association will be required to secure a completion commitment to the construction process. Each General Contractor is required to carry a minimum liability insurance policy with minimum coverage and insured parties as specified.



5 The Brightwater Club Design Review Board

5.1 Introduction

The Brightwater Club design review process consists of a series of submittals to and meetings with the lot Owner(s), Architect(s), Designer(s) and/or the Owners Representative(s) and the Brightwater Design Review Board (DRB). This process starts with an informal meeting and ends with the completion of site improvements. For milestones throughout the process, a series of meetings have been established to ensure a smooth, productive and cohesive design process for each site, lot, parcel and/or residential development. The DRB should be looked at as an integral member of the Owner's design and construction team, whose purpose is to guide the Owner through the guidelines established to keep the Brightwater Club as a tremendous example community living.

The DRB will evaluate each proposal based upon the guidelines and regulations. Some of the guidelines are written to relatively, broad standards, leaving interpretation to the Applicants and to the discretion of the DRB. Other guidelines such as building height, utility setbacks and the size of the residence are determined by the local governing authority. Still others such as building materials and landscape zones are more clearly established by the DRB.

Design, development and construction at the Brightwater Club will occur in tandem with the unique and site-specific lot characteristics, as well as the individual goals of the individual Owner. With the idea that each project will have its own unique qualities, characteristics and goals, the DRB has the authority to approve deviations from any of the guideline design standards. However, any request to deviate from the Brightwater Guidelines and Regulations will be evaluated at the sole and absolute discretion of the DRB. It will be incumbent upon the applicant to creatively demonstrate that the proposal is consistent with the overall objectives of these guidelines, and further, that the deviation will not adversely affect adjoining lots of the Brightwater Club as a whole.

The DRB has the authority to update these guidelines, along with the structure of the Design Review Board, its members and its consultants, from time to time as necessary.

5.2 Design Review Board Membership

The Brightwater Design Review Board shall consist of three to five members appointed by the Developers. They will be selected to represent a cross-section of design professionals and others familiar with the Brightwater Club. A majority of members shall constitute a quorum to transact any business of the Design Review Board. At its discretion, the Developers may designate an alternate member if a regular member is unable to be present at regularly scheduled meetings. The regular term of office shall be one year, coinciding with the Association's fiscal year. The Developers may remove any member from the DRB at any time by written notice to such appointee. A successor to fill such vacancy shall serve



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the remainder of the term. Any member of the DRB may at any time resign upon written notice delivered to the Developers.

5.3 Functions of the Board

All plans for the site preparation, building construction, and site modifications, modifications to the exterior of the buildings, alterations or enlargement of an existing structure, paving, fencing, sign erection or other improvements must receive written approval from the DRB. Approval from the DRB must be received prior to initiating any of the above activities. Alterations or remodeling of the existing improvements completely within a structure and which do not change the exterior appearance of a structure may be undertaken without DRB approval.

During construction, no changes, alterations or additions to any DRB Approved plan or specification shall be made prior to obtaining written approval by the DRB.

The DRB shall rely on and have the right to interpret the guidelines contained herein as the primary basis for evaluating development proposals. The approval or consent of the DRB shall not be unreasonably withheld, actions taken shall not be arbitrary or capricious and decisions shall be conclusive and binding on all interested parties, subject only to the right of appeal by the applicant and review by the DRB. Notwithstanding the above, the DRB shall have sole and absolute discretion to approve or deny any proposed improvement or development. Upon showing of good cause, the DRB may approve variances from any regulation or restriction contained herein.

The DRB or its designated representative may monitor any approved project to the extent required to insure that the construction or work on such project complies with any and all plans and construction procedures. The DRB or its designated representative may enter upon any property at any reasonable time to inspect the progress, work status, or completion of any project. In addition to the enforcement of these guidelines, the DRB may withdraw approval of any project, and require all activity at such project to cease and desist if deviations from approved plans or construction procedures are not corrected or reconciled within 24 hours after written notification to the Owner specifying such deviations. Any material to be submitted or notice given to the DRB shall be submitted at the office of the DRB.

5.4 Design Review Board Meetings

The DRB shall select its own chairperson and vice-chairperson from among its members. The chairperson, or in his or her absence the vice chairperson, shall be the presiding officer of the DRB meetings. In the absence of both the chairperson and the vice-chairperson, the members shall appoint a member to serve as acting chairperson. Meetings shall be held upon call of the chairperson or vice-chairperson.



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A majority of members shall constitute a quorum for the transaction of business. The affirmative vote of a majority of the members of the DRB shall constitute the action of the DRB on any action before it. An alternate member may participate at meeting at which there is not a quorum and shall have all of the full authority of a regular member. In the absence of a quorum, DRB meetings shall be adjourned to a later time or date as determined by the chairperson.

5.5 Design Review Fees, Compliance Deposits and Fines

The Declarant has established a design review fee schedule, which is included in the Appendices of this document. These fees have been established to defray the costs of reviewing applications submitted to the DRB, as well as to secure a level of commitment to the quality of construction at the Brightwater Club. A compliance deposit shall also be required in order to guarantee compliance with construction regulations and the completion of all improvements as proposed and approved. Finally, additional escrowed funds in an amount sufficient to guarantee completion of proposed landscaping or other site work may be required if a Certificate of Compliance is requested prior to the completion of landscaping and site improvements. All fees and deposits shall be payable to Brightwater Homeowner's Association.

Building envelope, property line amendments and other miscellaneous variance requests will require payment of an additional fee as established in a Design Review Application Fee Schedule.

Failure to show up to a DRB meeting or pre-construction meeting may result in additional fees. Failure to have a site completely finished (including removal of all construction materials) at Final Inspection and scheduling of more than two meetings with the DRB for the review process may also result in additional fees. Fines for non-compliance will be determined by the DRB.

5.6 Design Consultants / Compensation

The DRB is authorized to retain the services of one or more consulting architects, landscape architects or land planning consultants to advise the DRB in performing design review functions. Such consultants may be retained to assist the DRB on a single project, on a number of projects or in a continuing basis. Costs of such services shall be borne by the applicant.



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5.7 Amendments of Design Guidelines

The Brightwater Club Design Guidelines and Regulations may be amended from time to time at the sole and absolute discretion of the DRB. All such additions, revisions or other amendments shall have an effective date designated and shall be made part of the Brightwater Club Design Guidelines and Regulations and shall, therefore, have the same force and effect. Each owner is responsible for obtaining the most current set of design guidelines from the DRB.

5.8 Enforcement

The DRB shall have primary responsibility and authority for the enforcement of the Design Guidelines and restrictions set forth herein. The Brightwater Homeowner's Association may sue the owner for all damages, losses, costs and expenses, including, without limitation, reasonable attorneys' fees and disbursements incurred by the DRB as a result of any violation of any term or condition of these regulations.

5.9 Non-Liability

Neither the Brightwater Club Design Review Board, nor any member thereof, shall be liable to the Owners or to any Owner or other Person for any damage, loss or prejudice suffered or claimed on account of (a) the approval or disapproval of, or failure to approve, any plans, drawings and specifications, (b) the construction or performance of any work, whether or not pursuant to any approved plans, drawings and specifications, or (c) the development or manner of development of any property within the Brightwater Club. Every Owner and other Person who submits plans for approval agrees, by submission of such plans and specifications, that he will not bring any action or suit against the Brightwater Club Design Review Board, nor any member thereof. It shall be the sole responsibility of the Owner or other Person submitting the plans to the Brightwater Club Design Review Board or performing any construction to comply therewith.



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6 Design Review Board Procedures

6.1 Introduction

This section provides a “road map” to guide an Applicant (Owner, Architect, or Owner’s representative) through the review and approval process of the Design Review Board at the Brightwater Club. This design review process must be followed for all construction activity to include: the construction of a new building; the renovation, expansion or refinishing of the exterior of an existing structure; landscape changes to, any disturbance and/or improvements on a site.

The applicant must also meet the submittal requirements of the local governing agency, in order to obtain a Building Permit. Precise submittal requirements may be obtained from the local governing agency. All projects must have and a licensed Colorado Structural Engineer prepare the submittal drawings. A licensed Colorado Geotechnical Engineer must prepare a Soils Report with a minimum of soils conditions and recommended foundation bearing conditions.

6.2 Pre-Planning Meeting

This meeting will take place at the DRB offices with a representative of the DRB, the Owner, or owner’s representative and/or the Architect, to informally discuss issues relating to the site and the proposed project.

Step One	Responsibility	Timing
1. The nature of this step is to provide the Applicant with the introductory information that will establish the overall regulations, restrictions, and/or special conditions of the development. This will act as a means to discuss the nature and the general scope of the project.	Applicant & DRB Staff	Six days prior to any scheduled DRB meeting with application.



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6.3 Sketch Plan Review and Approval

Regularly scheduled submittal and meeting dates will be established by the DRB to review applicant submittals and to provide feedback regarding the proposed project and its interpretation of the guidelines.

Step Two	Responsibility	Timing
<p>1. The nature of this step is for the Applicant to provide the DRB with an accurate representation of the proposed site improvements and all building designs. The Sketch Plan Package should include the following drawings and include the sketch plan fee as determined by fee the scale. Two (2) full size sets of drawing blueprints and six (6) legible 11x17 sets of the same sets will be required for submittal. All drawings must contain a north arrow and a correct graphic scale.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Survey Submit survey (minimum 1"=20') prepared by a licensed surveyor indicating the Building Envelope, Driveway Location and any Easements of Record. Topography at 2' intervals and including any natural land features such as rock outcroppings, watercourses, golf courses, wetlands, outline of existing tree locations, utilities, view angles, north arrow, adjacent roadway elevations and graphic scale.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Site Plan Submit the proposed site plan (minimum 1"=20'), indicating existing and proposed topography, line of building envelope, area of disturbance, the footprint of all proposed structures, existing vegetation, driveway (inch grading), proposed walls, hardscape, proposed utility runs and connections, graphic scale and north arrow.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Building(s) Plans & Elevations Provide the proposed building design, including floor plans for each level of the building(s), all exterior elevations of building(s), roof plans of building(s). Elevations should include the elevation of each floor, concept materials, extents of property and the elevation of the highest ridge. Overall building dimensions should be indicated, (minimum 1/4" = 1'-0")</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Site Sections Provide the proposed building relationships to the site (minimum 1"=10'), adjacent lots, roads, etc. Provide 2 sections, one along each axis and a minimum of 50' beyond the property lines.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Conceptual Details Provide details for any chimney cap, railing, porch, eave, rake,</p>	Applicant	Per the DRB Submittal Date



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Step Two	Responsibility	Timing
window, door and other significant architectural features, (minimum 1"=1'-0")		Schedule
Building Height Calculation Provide the Building Height Calculation drawn over building elevations, relating to and coordinated with the required topographic survey. Existing and finished grades should be clearly indicated around the perimeter of all proposed structures. (minimum 1/4"=1'-0")	Applicant	Per the DRB Submittal Date Schedule
Conceptual Landscape Plan Provide the proposed landscape plan (minimum 1"=10'), existing locations and type of existing vegetation, size and area of lawn, planting beds, and other improvements within the proposed landscape zones. Specifications for reseeding and preliminary soil erosion control measures.	Applicant	Per the DRB Submittal Date Schedule
Study Model at Final Submittal One study model which indicates three-dimensional massing and relationship to site (1/8" minimum scale). Model to incorporate and represent overall site.	Applicant	Per the DRB Submittal Date Schedule
Design Review Application and Fee 1. Submit one copy of completed application and fee with required drawings.	Applicant	Per the DRB Submittal Date Schedule
2. Site stake and flag all building comers.	Applicant	Minimum one week prior to review meeting
3. DRB Site visit	DRB	At DRB discretion, up to one week prior to scheduled meeting
4. DRB and Owner and/or representative, meet to discuss findings at the regularly scheduled DRB meeting.	Applicant & DRB	Per the DRB Submittal Date Schedule
5. Applicant may resubmit a sketch plan once under the initial fee if findings are negative.	Applicant	Within two meeting cycles



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6.4 Final Plan Review and Approval

Step Three	Responsibility	Timing
<p>1. The nature of this step is for the Applicant to provide the DRB with all the necessary information needed to reflect the proposed building(s), landscape and all other features requiring DRB approval. The Final Plan Package should include the following drawings and the Final Plan Review Fee as determined by the fee scale. Two (2) full size sets of drawing blueprints and six (6) legible 11x17 sets of the same sets will be required for submittal. All drawings must contain a north arrow and a correct graphic scale.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Final Site Plan : min 1"=10'-0" The Final Site Plan shall indicate existing and proposed topography at 2' contours, line of building envelope, the proposed building(s) footprints, roof overhangs, fences, easements and building separation distances, underground utility locations and setbacks, area of disturbance and existing vegetation to remain and to be removed, areas of cut and fill, drainage, proposed driveways, sidewalks, decks, and any other proposed improvements with spot elevations, graphic scale, utility services line locations and north arrow.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Footing and Foundation Plan : min 1/4"=1'-0" Submit plans and sections to illustrate the location and size of foundation walls and footings. Foundation plans should clearly indicate unexcavated and crawl space areas. Drawings to be stamped and signed by licensed Colorado Structural Engineer.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Floor Plans : min 1/4"=1'-0" Indicate all room sizes, door and window locations and sizes, plumbing fixtures, fireplaces, kitchen appliances.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Building(s) Elevations : min 1/4"=1'-0" Illustrate all exterior appearances of all views labeled in accordance with the site plan. Indicate the height of chimneys as compared with the ridge of the roof, the ridge height of the roof, the elevation of each floor and existing and proposed grade lines. Describe all exterior materials, colors, and finishes (walls, roofs, trim, chimneys, windows, doors, etc.) and the location of all exterior light fixtures. Provide one color elevation to illustrate all material colors and textures.</p>	Applicant	Per the DRB Submittal Date Schedule
<p>Site Sections : min 1"=10'-0" Indicate building walls, floors, roofs, exterior material, interior relationships, finished exterior grades and any other information</p>	Applicant	Per the DRB Submittal Date



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Step Three	Responsibility	Timing
that describes the interior/ exterior relationships of the building and to the site.		Schedule
Roof Plan : min 1/4"=1'-0" Indicate the slope of each roof plane and the length of each overhang. In addition, indicate the location of all mechanical devices which penetrate the roof (chimneys, flues, plumbing vents, etc.)	Applicant	Per the DRB Submittal Date Schedule
Details : (scale: as required) Provide design details sufficient to accurately represent the typical visual expression of the building. Include fascia details, window head and sill details, railing details, material transitions, porch, trellis, chimney, ridge and soffit vents, site fencing and other details necessary to represent the exterior of the building(s)	Applicant	Per the DRB Submittal Date Schedule
Building Height Calculations One copy of Building Height Calculation drawn over building elevations, relating to and coordinated with the required topographic survey. Existing and finished grades should be clearly indicated around the perimeter of all proposed structures.	Applicant	Per the DRB Submittal Date Schedule
Model One study model, can be the sketch plan model with appropriate revisions, which indicates three . dimensional massing and relationship to site. Include complete site model with topography (2' contours). 1/8" minimum scale.	Applicant	Per the DRB Submittal Date Schedule
Final Landscape Plan :min 1"=10'-0" Planting Plan: indicate plant materials, sizes and quantities, rock outcrops, driveways, patios, and irrigation. Include areas and percentages manicured. Lighting: all proposed outdoor lighting with cut sheets. Erosion Control and Revegetation Method.	Applicant	Per the DRB Submittal Date Schedule
Specifications Provide written specifications, samples and color boards as to illustrate all exterior materials and colors: Exterior wall materials and colors. Window and exterior door colors. Exterior trim materials and colors. Flashing. Roof Material and Colors	Applicant	Per the DRB Submittal Date Schedule
Construction Management Plan Shall indicate where the limits of construction, location of construction trailer, parking, lay down area, sanitary facilities,	Applicant	Per the DRB Submittal Date Schedule



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Step Three	Responsibility	Timing
dumpster, and location of mock-up.		
Exterior Lighting Plan Provide separate exterior lighting plans with locations, quantity of fixtures and cut sheets.	Applicant	Per the DRB Submittal Date Schedule
Design Review Application and Fee 1. Submit one copy of completed application and fee with drawings.	Applicant	Per the DRB Submittal Date Schedule
2. DRB Site visit.	DRB	At DRB discretion, up to one week prior to scheduled meeting
3. DRB and Owner and/or representative, meet to discuss findings at the regularly scheduled DRB meeting.	Applicant/DRB	Per the DRB Submittal Date Schedule
4. Applicant may resubmit final plan once under initial fee if findings are negative.	Applicant	Within two meeting cycles

6.5 Design Review Board Appeal Process

All appeals shall be made to the President of the Brightwater Club Property Owners Association.

	Responsibility	Timing
1. Submit an appeal to the DRB in writing	Applicant	Within 30 days of DRB decision.
2. Review Applicants appeal and render a decision	POA	Within 21 days of receiving appeal
3. Transmit decision to applicant	DRB	Within 30 days of receiving appeal

6.6 Modifications

Approval by the DRB is required for all exterior modifications to an existing home or lot. This would include improvements such as changes to color, landscaping, or the addition of new windows or an outdoor patio. The review of modifications to existing homes will generally follow the procedures outlined in step three. Submittal requirements will generally be limited to plans, written information, material samples of color samples



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necessary to demonstrate the proposed modification. Prior to beginning the design of any modifications to an existing home, owners are encouraged to contact the DRB to outline a review process and submittal requirements for the modification.

6.7 Final Working Drawing Submission

Upon receiving final design approval, the applicant shall prepare and submit to the DRB three complete sets of construction documents, signed and stamped by the architectural and structural team. These documents shall include but not be limited to final working drawings, specifications, and details. These drawing shall represent the building as it will be constructed. The content of the final working drawings shall be substantially consistent with the approved final design review drawings. The documents will be reviewed by the DRB for verification of the above stipulations and two of the sets, along with a letter of verification from the Brightwater Club Design Review Board, will be forwarded to the local governing agency for record prior to Building Permit Submittal. The receipt of the letter shall indicate to the local governing agency approval from the DRB and facilitate completion of the building permitting process.

6.8 Local Governing Agency Plan Review and Approval

It is the responsibility of the applicant to obtain all required permits from the local governing agency. Precise submittal requirements can be obtained from the local governing agency.

6.9 Construction Submittals and Approval

It is the responsibility of the applicant to coordinate and attain all required inspections and approvals from the local governing agency. Precise inspection requirements can be attained from the local governing agency.

Construction materials mock-ups are required for building construction at the Brightwater Club. Site visits may be conducted at regular intervals to observe construction and to verify that limits of construction are within the building envelope, and that general building appearances are consistent with prior submittals.

APPENDIX A: Suggested Plant List High Intensity Planting Areas

All landscaping to meet the intent of the High Intensity Planting Areas with the use of the following list of Evergreen and Deciduous trees and shall conform with the below listed Minimum Size at the time of planting.

<u>Botanical Name</u>	<u>Common Name</u>	<u>Suggested Min. Size</u>
<u>EVERGREEN TREES:</u>		
Abies concolor	Concolor Fir	10'
Picea pungens	Colorado Blue Spruce	10'
Pinus aristata	Bristlecone Pine	8'
Pinus cembroides edulis	Pinyon Pine	6'
Pinus contorta	Lodgepole Pine	10'
Pinus nigra	Austrian Pine	10'
Pinus ponderosa	Ponderosa Pine	10'
Pinus sylvestris	Scotch Pine	8'
Pseudo menziesii	Douglas Fir	6'
<u>DECIDUOUS TREES: Shade Trees</u>		
Acer platanoides (Varieties: Columnar, Deborah, Emerald Lustre, Emerald Queen, Schwedler and other locally available varieties.)	Norway Maple	2-1/2"
Acer rubrum	Red Maple	2"
Acer saccharinum	Silver Maple	3"
Betula nigra	River Birch	2-1/2"
Celtis occidentalis	Hackberry	2"
Elaeagnus angustifolia	Russian Olive	3"
Fraxinus pennsylvanica (Varieties: Patmore and Summit)	Marshall Seedless Ash	2-1/2"
Gleditsia triacanthos inermis (Use in protected areas only. Varieties: Imperial, Skyline, Shademaster)	Honerlocust	2"
Populus angustifolia	Narrowleaf Cottonwood	3"
Populus alba	Silver Poplar	3"
Populus deltoides	Siouxland Cottonwood	2"
Populus tremuloides	Aspen	2"
Tilia cordata (Varieties: Greenspire and Glenleven)	Littleleaf Linden	2"

DECIDUOUS TREES: Ornamental

Acer ginnala	Amur Maple	1-3/4"
Malus var.	Crabapples	2"
(Varieties: Dolga, Hopa, Radiant and other locally available varieties.)		
Prunus armeniaca	Moorpark Apricot	1-1/2"
Prunus cerasifera	Flowering Plum	2"
(Varieties: Newport and Thundercloud)		
Prunus maacki	Amur Chokecherry	1-1/2"
Prunus padus	Mayday Tree	1-1/2"
Prunus virginiana 'Shubert'	Shubert Chokecherry	2"
Sorbus aucuparia	European Mountain Ash	2"
(Use only in protected locations)		

EVERGREEN SHRUBS: 5 Gal.

Juniperus chinensis	Pfitzer Juniper varieties
Juniperus Sabina	Savin Juniper varieties
Juniperus horizontalis	Horizontal Juniper varieties
Picea glauca conica	Dwarf Alberta Spruce
Pinus mugho	Mugho Pine
Pinus mugho pumilo	Dwarf Mugho Pine

DECIDUOUS SHRUBS: 5 Gal.

Acer ginnala	Amur Maple
Amelanchier alnifolia	Saskatoon Serviceberry
Amelanchier Canadensis	Shadblow Serviceberry
Caragana frutex	Russian Peashrub
Cercocarpus ledifolius	Curlleaf Mountain Mahogany
Cercocarpus montanus	Mountain Mahogany
Cornus sericea	Dogwood Varieties
(Varieties: Red Twig, Colorado Red Osier, Kelsey's Dwarf, and Yellow Twig)	
Cotoneaster acutifolia	Peking Cotoneaster
Cotoneaster horizontalis	Rock Cotoneaster
(Use in protected locations only.)	
Euonymus alatus compacta	Dwarf Burning Bush
Forsythia intermedia	Lynwood Gold Forsythia
Lonicera tatarica	Tatarian Honeysuckle varieties
Ligustrum vulgare	Common Privet varieties
Mahonia aquifolium	Oregon Grape Holly
(Use in protected locations only.)	
Physocarpus opulifolius	Ninebark varieties
(Varieties: Dwarf, Golden, and Common.)	
Potentilla fruticosa var.	Potentilla varieties
Prunus besseyi	Western Sandcherry
Prunus cistena	Purpleleaf Sandcherry
Prunus tomentosa	Nanking Cherry

Prunus virginiana

Green Chokecherry

Rhus var.

Sumac varieties

(Containment must be considered with some varieties.)

Ribes aplanum

Alpine Currant

Ribes odoratum

Yellow Flowering Currant

APPENDIX B: Suggested Plant List Natural Planting Areas

Botanical Name:

Common Name:

EVERGREEN TREES:

Juniperous menosperma	One seed Juniper
Juniperous scopulorum	Rocky Mountain Juniper
Juniperous utahensis	Utah Juniper
Pinus cembroides edulis	Pinyon Pine

DECIDUOUS TREES:

These trees are suggested only where natural moisture availability is high, such as adjacent to a pond or irrigation ditch or in a low area where surrounding runoff collects frequently.

Celtis occidentalis	Hackberry
Elaeagnus angustifolia	Russian olive
Populus angustifolia	Narrow leaf cottonwood

SHRUBS:

Artemesia tridentate	Big Sage
Cercocarpus ledifolius	Curleaf Mountain Mahogany
Cercocarpus montanus	Mountain Mahogany
Chrysothamnus sp.	Rabbitbrush
Prunus virginiana	Green Chokecherry
Quercus gambelii	Gambles Oak (Scrub Oak)
Rhus aromatica	Fragrant Sumac
Rhus glabra cismontane	Dwarf Smooth Sumac
Rosa foetida bicolor	Austrian Copper Rose
Shepherdia argentea	Silver Buffaloberry
Yucca baccata	Banana Yucca (Datil Yucca)
Yucca filamentosa	Ivory Tower Yucca
Rosa foetida bicolor	Austrian Copper Rose
Rosa harisonii	Harrison Yellow Rose
Rosa hugonis	Father Hugo's Rose
Rosa rugosa	Rugosa Rose
Salix purpurea "Nana"	Artie Blue Willow
Shepherdia argentea	Silver Buffalo berry
Spiraea bumalda	Spiraea varieties
(Varieties: Anthony Waterer and Froebel)	
Spiraea vanhouttei	Bridalwreath Spirea
Symphoricarpos orbiculatus	Red coralberry
Symphoricarpos ablus	Snowberry
Syringa vulgaris	Common Lilac (purple and white)
Vibemum dentatum	Arrowwood vibemum
Vibemum lantana	Wayfaring Tree Vibemum

Vibemum lentago
Vibemum opulus 'Roseum'
Vibemum opulus
Vibemum trilobum
Vibemum trilobum 'Alfredo'

Nannyberry Vibemum
Snowball Vibemum
European Cranberry Bush
American Cranberry
Dwarf American Cranberry

GROUND COVERS:

Arcostaphylos ura-ursi
Cerastrum tomentosum
Cornus Canadensis
Dianthus deltoids
Dianthus plumarius
Euonymus fortunei 'Coloratus'
Fragaria sp.
Mahonia repens
Potentilla verna

Kinnikinnick
Snow-in Summer
Creeping Dogwood
Maiden Pink
Cottage Pink
Purple Wintercreeper
Wild Strawberry
Colorado Grape Holly
Spring Cinquefoil

Appendix C: DRB Meeting Schedule

Standard DRB Meeting and Review Schedule

MEETING DATE	SUBMITTAL DATE
Fourth Wednesday of each month	Second Tuesday of each month
Please contact the DRB for alternate submittal and meeting dates if federal holidays conflict.	

Alternate DRB Meeting and Review Schedule

MEETING DATE	SUBMITTAL DATE
Special sessions can be scheduled as required at the discretion of the DRB	

Standard Fee Schedule (Amended March 15, 2019)

DRB FEE	SUBMITTAL
\$2,900.00	Sketch and Final Plan (max. 2 meeting per submittal)
\$500.00	Additional meetings
\$250.00	Modification to Approved Plans
\$0.00	Working Drawing

APPENDIX D: Brightwater Design Review Application Form

Date: _____ Project Name: _____

Description of the Project: _____

Submission Type: Sketch Final Modification Working Drawing

1. Application will be accepted after all information is provided. A completed application will streamline the approval process and decrease the number of conditions required for approval.
2. Fee must be submitted at time of application.
3. Please contact DRB staff with application questions.
4. Make checks payable to: **Brightwater Club POA**

LOCATION

Street Address: _____

Lot#: _____ Filing: _____

CONTACT INFORMATION Owner(s) Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Architect Name: _____ Firm: _____

Mailing Address: _____

Telephone: _____ Email: _____

Structural Engineer Name: _____ Firm: _____

Mailing Address: _____

Telephone: _____ Email: _____

Soils Engineer Name: _____ Firm: _____

Mailing Address: _____

Telephone: _____ Email: _____

STATEMENT OF RECOGNITION

I have read, understood and will comply with the Brightwater Design Guidelines and Regulations concerning the guideline parameters and procedures for the design and construction processes at the Brightwater Club.

Signature: _____

Print Name: _____ **Date** _____

The following information may be filled out on this form or included on a cover page of the plan set for submittal:

PROJECT INFORMATION

Total Lot Acreage: _____ Number of Total Proposed Structures: _____
Number of Dwelling Units: _____

List and Describe Dwelling Units Individually:

BUILDING INFORMATION

Proposed Total Building Square Footage (per section 4.7): _____
Number of Stories: _____ Number of Bedrooms: _____
Number of Enclosed Garage Stalls: _____ Number of Site Parking Spaces: _____
Number of Kitchens: _____ Number of Bathrooms: _____
Number of Fireplaces: Gas: _____ Wood burning: _____

MATERIALS

The Applicant must submit the following information to the DRB:

Building Materials:	Type of Material	Color, Material, Etc.
Primary Roof (Pitch is)	_____	_____
Secondary Roof (Pitch is)	_____	_____
Primary Wall Material	_____	_____
Other Wall Material	_____	_____
Fascia	_____	_____
Soffit	_____	_____
Windows	_____	_____
Window Trim	_____	_____
Exterior Doors	_____	_____
Garage Doors	_____	_____
Door Trim	_____	_____
Railings	_____	_____
Flashing	_____	_____

LANDSCAPE

Area of Manicured Landscape: _____
Area of permanent underground irrigation: _____
Area of Sod: _____
Area of Seed: _____
Type of Irrigation: _____

Method(s) of soil erosion control: _____

Miscellaneous or uncovered features (Swimming Pools, Spa, etc:) _____

Paving Materials: _____

Site Lighting (locate on plans and submit cut sheet): _____

Plant Materials:

Trees: _____

Shrubs: _____

Ground Cover: _____

Sod: _____

Seed: _____