

HIGHLINE COURT HOMEOWNERS ASSOCIATION GUIDELINES

ABANDONED OR INOPERABLE VEHICLES*

No abandoned or inoperable vehicle can be stored or parked in the community

AIR CONDITIONING, SWAMP COOLERS OR HEATING UNITS*

No type of refrigerating, cooling or heating apparatus is permitted on a roof or in a window, and is not permitted elsewhere on a lot except when appropriately screened and approved by the Design Review Committee

ADDITIONS/EXPANSION OR RECONSTRUCTION

1. Design Review Committee approval is required
2. City building and zoning codes and laws must be met prior to application to committee for design approval.
3. This type of construction to the Residence requires submission of detailed architectural plans and specifications.

AWNINGS

1. Design Review Committee approval is necessary prior to installation.
2. The color must be the same as or generally recognized as a complimentary color to the exterior of the residence
3. No metal or fiberglass awnings are permitted

BUSINESS USE*

A homeowner may use his lot for professional or home occupation(s) so long as the applicable zoning permits such use; there is no external evidence of it. Also, the amount of traffic or the number of persons in the community cannot increase as a result of such usage; and no unreasonable inconvenience to other residents of the lots can be created

CLOTHESLINES*

No clotheslines are permitted on any lot.

DECKS, PORCHES AND PATIOS

1. All decks, porches and patios must be approved by the Design Review Committee (DRC) and require submission of detailed plans and specifications.
2. Decks and deck railings will be constructed of weather-resistant wood or composite material, and will be natural in color or finished in a color consistent with the existing structure. Requests must include manufacturer's sample(s) of stain or other finish to be used.
3. Porches and patios will match or be architecturally consistent with the roofline, material, color, texture, and style of the existing structure
4. The DRC will consider the addition of trellises, lattices, or arbors.

See guidelines for Additions/Expansion or Reconstruction and guidelines for Awnings

DOG RUNS*

Dog runs must be appropriately screened and approved by the Design Review Committee. No chain link dog runs may be constructed, installed, erected or maintained on any lot

EXTERIOR PAINT

1. The Design Review Committee (DRC) must first approve all exterior painting. The Modification Form submittal must contain the manufacturers paint chips indicating color number and location of color (i.e., base, trim and accent color). Paint must be low luster, (i.e., satin or flat).
2. The predominate color appearing on any Residence shall be compatible with other structures in the Community. The DRC may permit subdued compatible accent blends ("Trim Color") on fascia, trim, columns, and other structural elements, and, the DRC may permit a dark or richer pallet on doors.

Highline Court Homeowners Association

Planning to build a fence in your backyard, Construct a deck, landscape your backyard, paint anything on the exterior or install an air conditioning unit?

All exterior changes must be approved by your homeowners association prior to starting work. It is your responsibility to be certain your modifications have been approved. (A few exceptions are specified in the current edition of the Highline Court HOA Guidelines.)

You must fill out a Modification Request Form. Mail completed forms to the attention of the Design Review Committee, Highline Court HOA, P.O. Box 470115, Aurora, CO 80047-0115.

The Design Review Committee reviews completed forms. The committee meets monthly so allow for this approval time in your plans for completing your project. Please don't forget to include appropriate drawings and all necessary information for the quickest response to your request.

3. All projections, including but not limited to awnings, porches, trellises, patio covers and sunrooms shall match the permanent color of the surface from which they project, unless the DRC shall have permitted the use of Trim Color on such projections.
4. The garage doors shall be painted the base color of the house unless otherwise approved by the DRC.
5. Brick or stone veneer shall not be painted.

FENCING

1. No fences are permitted without prior approval of the Design Review Committee (DRC). Double fencing of property lines is not permitted.
2. All homeowner fencing will be 6-foot, dog-eared cedar privacy fences. They may include flat-board top finished detail and may also gradually decrease in height to correspond with split rail community perimeter fencing.
3. All exterior fence surfaces shall be left with a natural finish. Homeowners are encouraged to preserve their investment by treating all fence surfaces with a clear sealant.
4. The DRC must approve the stain color. A manufacturer's sample must be included with Modification Form request.
5. The builder or developer has installed fencing that shall not be removed or modified without DRC approval.
6. The DRC may permit grid wire fencing to be attached to the split rail community perimeter fencing.
7. The front yard of a residence shall not be fenced.
8. The homeowner must maintain fences in a safe and attractive manner.

HOLIDAY DECORATIONS*

Exterior holiday decorations must be removed within 30 days following the holiday.

HOUSE TRAILERS, CAMPING TRAILERS, BOAT TRAILERS, HAULING TRAILERS, BOATS OR ACCESSORIES, OR RECREATIONAL VEHICLES*

No house trailers, camping trailers, boat trailers, hauling trailers, boats or accessories, or recreational vehicles may be parked or stored in our community unless parked or stored in garage. Exceptions are made for vehicles making deliveries, unloading or loading material or emergency vehicles.

LANDSCAPING

Altering front yard landscaping

1. Design Review Committee (DRC) approval is required for any modifications to the original builder installed plan. Detailed plans must be submitted and must conform to the appearance of the community.
2. DRC approval is required for landscaping when the plan includes: a) retaining walls or grade changes, b) additional paving, c) less than 50% sod in the "front" yard and/or "rear" yards (or "side" yards if they are wider than 15 feet), d) if the lawn area will be seeded, or e) if the property adjoins open space.
3. Buffalo grass will not be approved as a "front" lawn.
4. Replacement of dead or diseased trees or shrubs does not require DRC approval if new tree is of comparable size and appearance to others in the community. Replacement of trees located in the area between the sidewalk and street (known as the "tree lawn") is the responsibility of the Homeowner. Dead or diseased trees in the tree lawn should be replaced with Patmore Ash, Marshall Seedless Ash or Honey Locust.

See guidelines for Lot Maintenance and guidelines for Unsightly Conditions.

Rear and Side Yards

1. Rear and side yards shall be landscaped in accordance with a Modification Request plan approved by the Design Review Committee within twelve months after the closing on each residence as per the Preliminary Design Plan filed with the city by the developer for our community. **All residences purchased prior to August 15, 2003, must have rear and side yard landscaping completed by September 30, 2004.**

2. It is recommended that at least 30% of the back and side yards include long-lived organic materials such as sod, turf, shrubs, trees, or similar living material. Barren soil, patches of dirt and weeds are not considered approved landscaping material. Modification requests that include areas for sod must clearly state plans for adequate erosion control if sod installation must be delayed due to draught conditions.

See guidelines for Lot Maintenance and guidelines for Unsightly Conditions

LIGHT, SOUNDS OR ODORS*

No lights from any lot may be unreasonably bright or cause unreasonable glare; no sound from any lot may be unreasonably loud; and no odor is permitted from any lot that is noxious or offensive to others

LOT MAINTAINANCE*

Each lot is to be kept clean at all times. No trash, litter, junk, boxes, bottles, cans, implements or machinery is permitted on any lot. Landscaping shall be maintained in a neat, clean, and healthy condition, including pruning, mowing, weeding, and replacement of dead plants.

MAILBOXES

The Design Review Committee (DRC) shall permit mailboxes conforming to the standard mailbox design consistent with those in this community. All other changes to the mailbox, structure, post and/or location must first be approved by the DRC, and if necessary with the U S Postal Service.

MAINTENANCE, REPAIR, REBUILDING, DISMANTLING, REPAINTING OR SERVICING VEHICLES, TRAILERS OR BOATS*

Maintenance, repair, rebuilding, dismantling, repainting, or servicing of vehicles, trailers or boats is allowed within garages if sight and sound of activity is screened from adjoining properties. None of these activities is allowed outside of the garage.

NUISANCES*

No nuisance is permitted in the community or any practice or activity which interferes with the peaceful enjoyment or possession and proper use of the community.

OPEN FIRES*

No open fires are permitted except in a contained barbecue unit while attended.

PATIO COVERS

1. Design Review Committee approval is required.
2. Must be constructed of wood or material generally recognized as complimentary to the home and be similar or generally recognized as complementary in color to the colors of the home. Freestanding patio covers may be permitted as well.
3. No metal or fiberglass is allowed.

PETS*

Residents may have no more than three (including dogs, cats or other domestic animals) pets. Pets may not be raised, bred, or boarded on any lot.

SECURITY OR STORM DOORS

1. Design Review Committee approval is required before installation.
2. The color of storm doors should be complementary to the exterior of the residence. Other colors may be considered.
3. Security doors will be considered based on style.

SHINGLES

Committee approval is not required if color and type are identical to the original materials used in the Community. The Design Review Committee (DRC) must first approve all other roofing.

SIGNS*

No advertising or signs are permitted on any lot other than a "For Sale," "Open House" or "For Rent" sign. These signs may not be larger than 5 square feet.

SKYLIGHTS

Design Review Committee approval is required

SPAS, HOT TUBS

1. Design Review Committee approval is required
 2. Location should not create an unreasonable level of noise for nearby property owners
 3. Spas and hot tubs will be located to minimize the visual effect on surrounding properties. Landscaping and fencing will be submitted with the request. A buffer zone of at least 10 feet within the property lines should be reserved for planned landscaping.
- See guidelines for Decks, Porches, and Patios.*

STORAGE AREAS*

No storage area can be visible from a street or from the ground level of any lot

STORAGE SHEDS, OUTBUILDINGS*

No storage shed or outbuilding may be placed on any lot

TRASH CONTAINERS*

Trash containers and all other refuse must be stored inside residences including garages.

UNSIGHTLY CONDITIONS, STRUCTURES, FACILITIES, EQUIPMENT OR OBJECTS*

No unsightly conditions, structures, facilities, equipment or objects (i.e., dead or diseased trees and shrubs) can be located on any lot as to be visible from a street or any other lot

WINDOW WELL COVERS

Window well covers which meet the following guidelines shall be permitted without the need for committee approval: Cover must be made of either clear plastic or metal and be flush with the top of the window well. Cover shall not extend more than three inches beyond the edge of the window well. All other types of window well covers must first be approved before installation.

WOODPILES*

No woodpiles can be visible from a street or from the ground level of any lot

NOTE: Some community covenants are more restrictive than City of Aurora ordinances and codes. In these cases, the community covenants are to be followed. In instances where community covenants are less restrictive than City of Aurora ordinances and codes, city ordinances and codes are to be followed. The builder, David Weekley, may install/include some of the aforementioned items during construction/sales and does not need to submit a request to the Design Review Committee.

ALSO NOTE - This information is based on rules listed in the covenants you received when you purchased your home. If you are renting your home, your landlord should provide you with a copy of the document. The rules apply to all of us. Please refer to your copy for more complete information, and note enforcement guidelines for these covenants too.

*Taken from Community Declaration

HIGHLINE COURT HOMEOWNERS ASSOCIATION MODIFICATION REQUEST

PLEASE PRINT

Owner Name _____ Date _____

Property Address _____

Mailing Address (if different) _____

Work phone _____ Home phone _____

On the reverse side of this form, please describe the proposed changes or additions to your property. Include a copy of your property plat and indicate the exact location of proposed change or addition, distance to property lines from proposed change or addition, dimensions of backyard property, and relevant surrounding features. Also, this request must include a sketch with the following information: style, dimensions, materials, color of the proposed change or addition, and the proposed construction time schedule. Requests for repainting must include a color sample. Should the committee require additional information, your request will be deferred until additional information is received

Notes:

1. Requests from an owner with delinquent assessment accounts will be denied on the basis of the account delinquency. Once the assessment account is in a current status, the Design Review committee will promptly review and act on the request.
2. The owner understands and agrees that no work in this request shall commence until written approval by the Design Review Committee is received.
3. Modifications must be approved in writing before work commences. Requests may take up to 30 days for committee approval. Allow time for this in your project plans.
4. Once approved, construction must be completed within the approved construction time and must be done in a way that does not unreasonably interfere with neighboring properties.
5. Applicant has responsibility for removal of any debris resulting from construction within 10 days of completion. Each lot is to be kept clean at all times.
6. Construction must meet all zoning, building codes, and laws of the city. For further information regarding zoning call 303-739-7347, for construction specifications (building permits) call 303-739-7420 and for new lawns (installation/water permits) call 303-739-7370. Further, nothing herein contained shall be construed as a waiver or modification of any such code or law.
7. Whenever applicable, utility easements are to be marked before excavation is started. This service is provided free of charge by Utilities Notification Center of Colorado and is required to provide for your safety. For location of underground telephone, cable TV, electric, gas water and sewer lines, call 1-800-922-1987 (72 hours before you dig). Please note there is a FINE if underground cables or conduits are severed.
8. Misrepresentation of any items in this request, either oral or written, may void any approval by this committee.

NEIGHBORING PROPERTY-OWNER'S ACKNOWLEDGEMENT

My signature on this form indicates that I have seen the plans for my neighbor's proposed improvement. Neighbors are encouraged to send personal comments directly to *Highline Court HOA, Design Review Committee, PO Box 470115, Aurora, CO 80047-0115.*

Name (Please print)	Signature/Date	Address
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____

I have read the Highline Court HOA Covenants/Bylaws. This proposed change or addition meets with the requirements and standards specified in these covenants/bylaws.

Owner signature _____ Date _____

To be completed by Design Review Committee [Continue to reverse side]

Date received _____ Received by (member signature) _____
 Action must be taken within thirty days Critical date is _____
 Administrative action _____
 Full committee action _____

My request involves the following type of improvements:

- Painting
- Landscaping
- Fencing
- Deck/Patio
- Roofing
- Other _____

Planned completion date: _____

Describe Improvement (Refer to first paragraph on the reverse side of this document.)

Design Review Committee Action

Approved as submitted Completion required by _____

Approved subject to the following requirements

Deferred for the following reasons

Disapproved for the following reasons

Design Review Committee Member Signature/Date _____