



GOLF COURSE LIVING, CLOSE TO EVERYTHING

Pine Creek Village Association Community Guidelines

October 2022

*This revision supersedes all prior revisions.

www.pcva.org

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1 INTRODUCTION

1.1 COMMUNITY VISION

Pine Creek Village is a 900-acre upscale residential community in Briargate oriented to golf course and open space amenities. The golf course, common areas, parks and trails link a variety of housing types including custom and semi-custom homes, production single-family homes, town homes and apartments. Architecture and landscape are key elements of the Pine Creek theme and identity. The architectural theme borrows from the predominant architectural styles of historic Colorado Springs and adapts them in a contemporary form. Craftsman, Prairie, Spanish Eclectic, and European Cottage are the only architectural styles permitted in Pine Creek. Refer to **Section 4** of the Pine Creek *Design Guidelines* for descriptions and specific requirements on the architectural styles. Landscaping, walls, lighting and other streetscape elements have been selected to provide continuity throughout the community. Refer to **Section 4** of the Design Guidelines for additional information on landscape.

1.2 PURPOSE OF GUIDELINES

The purpose of the **Pine Creek Village Association (PCVA) Community Guidelines** is to provide guidance for community standards, maintenance responsibilities and home improvement approval process for homeowners in Pine Creek. A “Community-Wide Standard” has been established in the Declaration of Covenants, Conditions and Restrictions for Pine Creek Village at Briargate (Declaration CC&R), these Community Guidelines, and the Design Guidelines. These Community Guidelines are established to ensure a continuing quality environment from the design and maintenance of the homes to the quality of life of its residents.

The **PCVA Design Guidelines** have been created for the initial construction of homes and neighborhoods; however, homeowners must abide by the Design Guidelines requirements when installing or modifying any exterior improvement on their property. The Design Guidelines contain sketches and descriptions of the site design, architecture and landscape requirements in Pine Creek. Copies of the Design Guidelines are available on-line at www.pcva.org.

The Community Guidelines work in concert with the Design Guidelines and the Declaration CC&R. Should any conflict exist between either the Community Guidelines or Design Guidelines with the Declaration CC&R, the Declaration CC&R shall prevail. Refer to the Declaration CC&R for any additional information.

The Homeowners Association (HOA) Board of Directors has sole discretion in resolving conflicts. In addition, certain requirements in Pine Creek may overlap with governmental agency requirements. The more restrictive requirement shall prevail where conflicts exist.

1.3 ARCHITECTURAL REVIEW

1.3.1 MODIFICATIONS COMMITTEE (MC)

For existing homes, the PCVA, acting as a lawful HOA, provides review and approval for all modifications. It operates under a Board of Directors-chartered committee called the Modifications Committee (MC). **MC is responsible for reviewing and approving all applications for modifications to all new and existing homes and lots and is charged with applying the guidelines in this document.** All exterior changes or installations must be submitted for review by the MC. The MC uses the Community Guidelines and addendums, Design Guidelines, and neighborhood addendums, and it considers local, state, and federal laws (to the extent applicable to restrictive covenants) when evaluating a Design Review Request (DRR). The MC can assist residents in understanding the requirements for Pine Creek when considering a home improvement project. All exterior improvements or modifications to a lot or residence, including all landscaping, require review and approval by the MC before any installation. All plans requiring governmental approval (example: Regional Building Department) must be reviewed and approved by the governmental agency before submitting the design request to the MC; the MC approval should not be considered a representation that any governmental requirements have been met. For all modification requests involving permanent changes, a physical inspection of the property by the MC may be required; and homeowners

should submit photos to the MC before the modification project is started and after the modification is completed. Refer to **Section 5** regarding enforcement.

1.3.2 SUBMITTAL AND FEES AND MC

Section 5 of this document outlines the required submittal procedure. The MC may establish and charge reasonable fees for review of applications and may require fees to be paid in full prior to review of any application. The Board of Directors is responsible for establishing any fee requirements for the MC.

1.3.3 SPECIAL NEIGHBORHOODS

The following neighborhoods have an additional assessment to cover the cost of additional services. They are The Carriages, La Bellezza, Reverie, Sage Hill Greens, and Wildflower. In addition to the requirements in the community guidelines, each of these five neighborhoods have additional requirements, and these can be found in Appendix E.

Homeowner changes are reviewed by the five above-mentioned neighborhood committee(s) before reviewed by the MC. The Homeowner is responsible for any cost related to a modification of common infrastructure to include, but not limited to, sprinklers on their property. The Homeowner is responsible to maintain the area inside a privacy fence on their property.

The following neighborhoods have requirements that are in addition to the requirements in the Community Guidelines, which are located in Appendix E. They are Glen Arbor, Palisades, Reverie, Sage Hill Greens, Sycamore Glen, and Willow Glen.

2 COMMUNITY STANDARDS

2.1 TRASH AND RECYCLING

2.1.1 REQUIRED PROVIDER

The PCVA has selected a single waste and recycling removal provider for Pine Creek. All residents are required to use this service. Service is arranged through the PCVA.

A link to the waste management company may be found on www.pcva.org to ensure compliance with waste and recyclables.

2.1.2 CURBSIDE REQUIREMENTS

Trash containers and recycling bins may be placed at the curb no earlier than 6 p.m. the evening before pick up and shall be stored out of sight by 8 p.m. the day of service.

All trash and recycle containers shall be covered with a lid to avoid trash being blown from the container before pick up.

2.1.3 STORAGE

Trash containers must be stored in a garage or concealed from view of neighboring streets and property.

2.2 ANIMALS AND PETS

2.2.1 PET TYPES

No animals, livestock or poultry of any kind may be raised, bred, kept or permitted on any lot/unit except domesticated dogs, cats and other common household pets which may be maintained and kept, but not bred for commercial purposes, within residences. Common household pets are defined as: domesticated animals (such as a dog, cat, bird, small indoor rodents, rabbits, fish, or turtle) that are traditionally kept inside the home for pleasure rather than for commercial or agricultural purposes. Common household pets do not include reptiles (except turtles). If this definition conflicts with any applicable State or local law or regulation defining the pets that may be owned or kept in dwelling accommodations, the State or local law or regulation shall apply. This definition shall not include animals that are used to assist persons with disabilities.

2.2.2 NUMBER OF PETS ALLOWED

No more than an aggregate of two dogs or cats may be kept per household.

2.2.3 CONTROL OF PETS

No dog, cat or other pet shall be permitted to roam free outside of the owner's yard at any time. All pets must be on a leash and under the control of the owner when outside of the yard. Violators may be subject to a fine.

It is not permitted to allow pets to be in the front or side yard unsupervised. Suitable electronic fences are allowed for keeping pets with yard boundaries. Refer to **Section 4.15** for fencing requirements.

Pets are not permitted on the golf course at any time. Violators are subject to fines and penalties imposed by the Golf Course management.

2.2.4 CLEANING UP AFTER PETS

Pet owners must immediately clean up after their pets, whether on their property or others' property, including common areas. Pet Waste stations are located within Pine Creek to assist owners in cleaning up after their pets.

2.2.5 PET NUISANCE

City law dictates that it is unlawful for any person to own or keep any pet, which by barking, howling, yelping, crying or other utterance, disturbs the peace and quiet of the neighborhood (City Law 6.7-115). Complaints should be directed to the appropriate Animal Control entity.

2.2.6 WILD ANIMALS

Feeding of any wildlife is prohibited by City Ordinance 6.7-121.

Wildlife is considered as any undomesticated animal species including but not limited to bears, deer, coyote, wolf, fox, skunks, moose, elk, and antelope. It does not include animals raised as domesticated pets, and birds.

Feeding is considered as the act of placing, depositing, or distributing, or scattering grain, hay, minerals, salt, or other foods for consumption. Birdfeeders are permitted.

Homeowners should call the Colorado Division of Wildlife for the control or removal of wild animals.

2.3 YARD CARE

2.3.1 GRASS

Yards must be kept green (i.e., alive) throughout the summer season while adhering to watering restrictions. Brown spots must be treated, and exposed dirt is not allowed. Edging/trimming along sidewalks is required to keep a neat appearance.

2.3.2 BUSHES AND FLOWERS

Bushes must be trimmed to maintain a pleasant shape and to not intrude on sidewalks or the road. Dead bushes and flowers must be removed. Removed bushes that count towards the guidelines-required number of plant material must be replaced.

2.3.3 TREES

Trees along sidewalks must be trimmed so no branches are lower than 8 feet. Dead trees must be removed, including the stump, and usually replaced by a new tree. Number and placement of trees may be found in [Section 4.13](#). Tree removal and replacement requires a Design Review Request (DRR) submitted to the MC.

2.3.4 MULCH, WOOD AND ROCK

Wood mulch must be kept in good condition and may require replacing or adding additional mulch occasionally to eliminate bare spots, as wood mulch frequently washes away. Rock mulch (i.e., decorative gravel or rocks ranging in size from pea-size to golf ball size, often sourced from river beds) should be evenly distributed, and stray rocks should be put back in the rock area. Weeds must be removed from all mulch beds. See Section 4.13.13 for color and other requirements.

2.4 VEHICLES AND PARKING

2.4.1 ALLOWED VEHICLES

All registered/street-legal automobiles, sport utility vehicles, trucks and vans rated 1-ton or below, and motorcycles may park in PCVA.

Recreational Vehicles (RV) and or sports equipment [e.g., trailered boats, trailered all-terrain vehicles (ATV), etc.] shall be parked in a garage or off-site. RVs and sports equipment may be temporarily parked in the driveway or in the street directly in front of the home for loading and unloading only over a short a period of time not to exceed 24 hours, and not to exceed 7 days per calendar year.

All unlicensed vehicles (or any vehicle in a condition that is incapable of being operated on a public highway) may not be parked anywhere except in a garage.

2.4.2 VEHICLES NOT ALLOWED

Vehicles that are NOT allowed to park in Pine Creek for more than 48 contiguous hours include all commercial vehicles, trucks, and vans.

Commercial Vehicle is defined as a vehicle with any of the following characteristics (including but not limited to):

- A rack for ladders or other equipment used in construction
- Equipment used to hold glass or pipes or any other maintenance implements in place
- Commercial equipment mounted on a loading platform
- Commercial signage or logo painted or attached on over 50% of the body (excluding the windows)
- Utility company vehicles
- Any van or truck rated over 1-ton
- Vehicles of a commercial nature that do not fit wholly within a garage

Commercial vehicles may park for short periods of time only when visiting Pine Creek to perform service calls for homeowners.

2.4.3 NUISANCE VEHICLES

Refer to Community Guidelines [Section 2.17](#) regarding nuisances. In consideration of neighbors, please keep RV and sports vehicle parking to a minimum. In consideration of neighbors, please keep street parking to a minimum.

Temporary exceptions are possible:

- A temporary exception may be granted for periods longer than 48 hours on a case-by-case basis (example: home renovation or major repair).
- Temporary parking in the driveway of commercial vehicles 1-ton or smaller may be considered by the Board on a case-by-case basis.

Contact the Community Manager to seek an approved temporary variance from the Board of Directors.

2.4.4 PARKING ENFORCEMENT.

PCVA will follow State Law HB 22-1139 regarding use of public rights-of-way. Parking will comply with City regulations when parking on City roads.

The PCVA may also tow, at the expense of the owner, any vehicle in Pine Creek that violates the parking rules. Improperly parked vehicles will be posted with a notice at least 24 hours prior to towing. However, no notice is required if a vehicle is parked in a designated fire lane or if it has been cited two or more times for the same parking violation; in such cases, the vehicle may be towed without notice.

2.4.5 WHERE PARKING IS ALLOWED – RESIDENTS

All vehicles (see Allowed Vehicles described above) shall be parked only in garages and driveways. Residents must maximize use of garages and driveways before using on-street parking.

Cars in the driveway may be covered with a cover that is made for that purpose and be of a neutral color.

2.4.6 WHERE PARKING IS ALLOWED — VISITORS AND NON-RESIDENTS

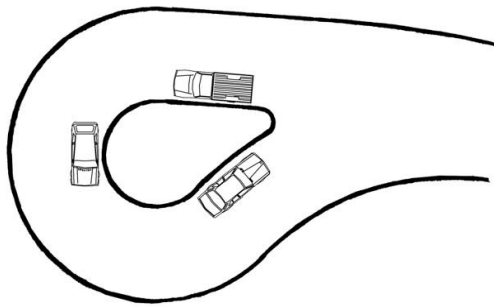
Street Parking. Non-residents may park on city streets preferably in front of the home being visited.

Driveways and Garages. Visitors may also park in resident driveways or garages.

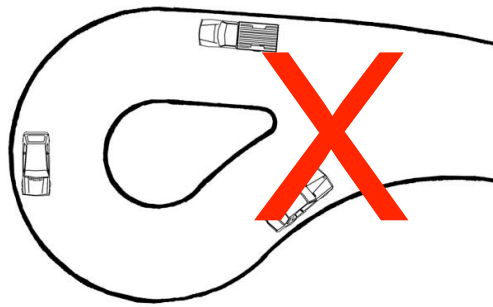
2.4.7 PARKING IN CUL-DE-SACS

Parking in cul-de-sacs is permitted on the inside curb of the island only. The outer lane in cul-de-sacs is designated as a fire lane by the City of Colorado Springs to allow for emergency vehicle access. Violators are subject to being towed at the owners' expense. Rules for parking on City streets also applies to parking in cul-de-sacs. Refer to **Exhibit 2.1** below.

Complaints on sidewalk blockage should be directed to Colorado Springs Police Department, Code Enforcement Division.



ACCEPTABLE



NOT ACCEPTABLE

Exhibit 2.1: CUL-DE-SAC PARKING

2.4.8 WHERE PARKING IS NOT ALLOWED

Do not block sidewalks. Vehicles shall not be parked in such a way so as to block access to the street sidewalks; in accordance with the City of Colorado Springs requirements. Complaints on sidewalk blockage should be directed to Colorado Springs Police Department, Code Enforcement Division.

Do not park on unpaved areas. No vehicles shall be permitted on pathways or unpaved Common Area except for public safety vehicles or other vehicles previously authorized by the Board of Directors. Parking on unpaved surfaces, including lawns, is prohibited for all vehicles (reference the section above on Allowed Vehicles). Parking in side and rear yards is permitted only on paved driveways serving side or rear loading garages.

Do Not Park in Flag Lot Driveways (Private Roads). Vehicles shall not park on the private flag drive lots or private roads in accordance with the City Code, because Private Roads and Flag Lot Driveways are less than 22 feet in width per the Colorado Springs Fire Department requirements. Parking must be in compliance with sections above describing where parking is allowed. The PCVA may tow, at the expense of the owner, any vehicle in Pine Creek that violates this parking rule. Flag Lot Driveways and Private Roads are found across Pine Creek Village in these neighborhoods:

- La Bellezza
- Reverie
- Sage Hill Greens
- Glen Arbor
- Willow Glen

2.5 GARAGES

2.5.1 GARAGE USAGE

Automobiles and non-commercial trucks and vans shall be parked only in the garage or in the driveway, if any, serving the Unit, unless otherwise approved.

2.5.2 GARAGE DOORS

Garage doors shall remain closed at all times, except during ingress and egress from the garage and such other reasonable periods of time, such as working in the yard. This is also for safety reasons.

2.5.3 GARAGE CONVERSIONS

No garage space may be converted to a living area without the prior written consent of the MC. In no case may the conversion reduce the number of parking spaces within a garage to less than two.

2.6 RESIDENTIAL USE

2.6.1 USE REQUIREMENTS

All residences shall be used exclusively for residential purposes of a single family, as 'family' is defined by the State of Colorado. No business, trade or similar activity may be conducted within a residence, except as follows:

- The business activity conforms to provisions of the Home Occupation Ordinance of the City of Colorado Springs Zoning Code.
- The City has issued a Home Occupation Permit for the use and residence in question.
- The business activity does not involve door-to-door solicitation of Pine Creek residents.
- The business activity does not create additional traffic or parking of vehicles in the Pine Creek Community which thereby creates a nuisance to neighboring residents.

2.6.2 NUISANCES & NOISE COMPLAINTS

Any non-animal noise complaints that are reported will require audio/visual proof supporting the complaint for the Association to proceed. All additional enforcement, once the required proof is submitted, will follow the Pine Creek Village Association Notice and Hearing and Covenant Enforcement Policy and Procedures

2.6.3 ACCESSORY DWELLING UNITS (ADU)

Also known as in-law units, ADUs are secondary apartments on a residential lot or within the main home. They might be located above a detached garage, in a converted attic or basement, or in a separate unit, and by definition must include a sleeping area, bathroom and kitchen. **ADUs in PCVA are prohibited.**

2.7 TEMPORARY STRUCTURES

Lawn or pop-up tents may be in place for no more than 7 days.

No temporary house, dwelling, garage or outbuilding shall be placed or erected on any lot. No mobile home, trailer home, travel trailer, camper or recreational vehicle shall be stored, parked or otherwise allowed to be placed on a lot as a temporary or permanent dwelling. Any variance must be obtained from the MC and/or the PCVA Board of Directors.

2.8 GOLF COURSE AREAS

2.8.1 ACCESS

Access onto the golf course property by anyone or their pets, other than players authorized by the Pine Creek Golf Club, is prohibited.

2.8.2 GOLF COURSE COURTESY

Residents, guests and their pets are obligated to refrain from any action that detracts from the playing qualities of the golf course. Refer to **Section 10.18** of the Declaration CC&R for additional information.

2.8.3 GOLF COURSE ACKNOWLEDGMENT

Lot owners adjacent to the golf course accept both the benefits and detriments of living next to the golf course. Refer to **Section 14.4** of the Declaration CC&R for additional information.

2.9 COMMON AREAS

Common areas in Pine Creek have been created for the enjoyment of the entire community. Some common areas are designed for active use and some are strictly for aesthetic pleasure. The PCVA reserves the right to adopt rules regarding the use of common areas.

2.9.1 PCVA PRIVATE PARK AND VILLAGE GREEN PARK

Certain portions of the common area may be designated as “exclusive” common area and reserved for the exclusive use or primary benefit of homeowners and occupants of specific residences or neighborhoods. All costs associated with exclusive common areas are assessed to the benefited residences.

Use of the PCVA Private Park (corner of Pine Manor Dr and Sycamore Glen Trail) and the Village Green Park (corner of Chapel Hills and Briargate Parkway) for organized sports practice is prohibited.

Refer to **Section 2.2** for information regarding pets in these areas.

2.10 SIGNS

C.R.S. 38-33.3-106.5. allows HOAs to restrict signs and flags bearing a commercial message, and to establish reasonable, content-neutral sign and flag regulations based upon the number, placement, size or other objective factors.

2.10.1 PERMITTED SIGN TYPES

There are no restrictions on the content of non-commercial signs per C.R.S. 38-33.3-106.5; however, commercial signs are restricted and mostly not permitted (see below).

All signs and symbols must be maintained in good condition and must be replaced as necessary when damaged, worn, or faded.

2.10.2 COMMERCIAL SIGNS

For Sale/For Rent/Open House Signs

- One professionally lettered ‘For Sale’ sign or one professionally lettered ‘For Rent’ sign may be displayed on the property offered for sale or for rent.
- A sign may not be more than five square feet (5 sq ft).
- ‘For Sale’ and ‘For Rent’ signs must be removed not later than 10 days from the date of closing or from when the property is leased.
- One professionally lettered ‘Open House’ sign not to exceed five square feet (5 sq ft) may be displayed on the property on the day of the open house and must be removed at the end of the day.
- Signs on common areas that are pointing to homes for sale/rent are not permitted at any time and can be removed without notifying the sign owner.

Security Signs

- One professionally lettered security sign not to exceed two square feet (2 sq ft) in size may be displayed on the property, and a reasonable number of professional security decals not larger than eight inches by eight inches (8” x 8”) may be displayed within windows in a residence.
- With the exception of the permitted commercial signs noted above, all other trade, marketing, or commercial signs, including but not limited to, landscaping, painting, remodeling, business advertising, or in any way pertaining to the exchange or buying and selling of commodities and/or intending to make a profit are prohibited.

2.10.3 PLACEMENT AND NUMBER OF SIGNS

All signs must be placed within the boundaries of the Unit. Signs may be no larger than 18” by 24” in size.

Any sign located on the common area may be removed and disposed of without notice.

A maximum of one non-commercial sign is permitted to be displayed within the Owner’s property at a time.

A sign may be displayed within a window inside the residence facing the front of the residence or in the front yard.

Front yard signs must be located behind the street sidewalk, if any, and within the closest 1/3 of the property to the front entry of the residence measured from the property boundary.

Yard signs in the property of the Owner may not be permanently affixed to the property fencing, if any. Yard signs may not be affixed to any community sign, fence, village wall, residence, or mailbox kiosk. This includes but is not limited to signs about fencing companies who have installed the fencing, as well as 'Beware of Dog' signs.

Any sign located on the common area may be removed and disposed of without notice. This includes but is not limited to MISSING DOG, GARAGE SALE, YARD SALE, and HOME FOR SALE signs.

2.11 FLAGS

C.R.S. 38-33.3-106.5. states that HOAs may prohibit signs and flags bearing a commercial message, and may establish reasonable, content-neutral sign and flag regulations based upon the number, placement, size or other objective factors related to non-commercial flags. However, there are limitations in the prohibition of content of non-commercial flags.

2.11.1 PERMITTED FLAG TYPES

There are no restrictions on the content of flags per C.R.S. 38-33.3-106.5; however, commercial flags are restricted (see below).

Flag size shall be no larger than 3 feet by 5 feet (3'x 5').

All flags and flag poles or staffs must be maintained in good condition and must be replaced as necessary to prevent wear and tear.

2.11.2 COMMERCIAL FLAGS

Flags bearing a commercial message, including but not limited to, trade, marketing, landscaping, painting, remodeling, or business advertising, or in any way pertaining to the exchange or buying and selling of commodities and/or intending to make a profit are prohibited.

2.11.3 PLACEMENT AND NUMBER OF FLAGS

A maximum of two non-commercial flags are permitted to be displayed within the Owner's property at a time.

A flag may be displayed within a window inside the residence; from a balcony, patio or deck adjoining the residence, or from a staff projecting horizontally from a location on the front or back of the residence. The staff may not be longer than 8 feet in length.

Freestanding flagpoles may not exceed 24 feet (24') in height, and no more than two are allowed.

American flags must adhere to proper flag etiquette prior to flying (see <https://www.usa.gov/flag>).

Solar or low voltage lighting shall be installed to illuminate the American flag at night as required by Title 36 U.S.C. §174 and comply with **Section 4.16**. Lighting for permitted flags must receive approval (via a DRR) from the MC before being installed or illuminated. Lighting shall not be installed so as to disturb other residences.

2.11.4 RELIGIOUS ITEMS OR SYMBOLS

Religious items or symbols are defined as an item or symbol displayed because of a sincerely held religious belief. A religious item or symbol may not contain graphics, language, or any display that is obscene or otherwise illegal.

A religious item or symbol may be displayed on an entry door or entry door frame of a residence, individually or in combination with other religious items or symbols, as long as they do not cover an area greater than 36 square inches (36 sq in).

2.12 SEASONAL DECORATING

Seasonal decorative lighting over the winter holidays may be installed on or after November 1; however, that lighting may only be lit during the period from November 15th to January 15th. Seasonal lighting shall be removed no later than January 31st.

Seasonal decorative lighting and décor may not be placed on any common areas maintained by the PCVA, which includes both landscaped areas and perimeter fencing maintained by the PCVA.

Seasonal decorations for calendar holidays outside of the November 15th to January 15th timeframe shall be installed no more than 30 days prior to and removed within 7 days after the calendar holiday. Wreath and other decorations for specific seasons (spring, summer, fall, winter) shall be removed by the last day of that season according to the calendar.

2.13 LIGHTING

Exterior light fixtures attached to the home must be enclosed in fixtures and match the decor of the home. No bare light bulbs allowed. All bulbs (including for those items listed below) must be white in color (LEDs are acceptable).

Decorative string lighting (e.g., bistro lighting, rope lighting, etc.) that is made for enhancing the home's appearance must be approved by the MC via a DRR. String lighting is prohibited along the entire house or on eaves, fencing, walls, or railings. Lighting must be fully contained within a porch, patio, courtyard, or deck area, and may not extend into the yard or beyond the confines of the porch, patio, courtyard or deck area. It must be limited to small outdoor living areas. Lighting must be turned off when not in use (e.g., when not entertaining) to avoid light pollution for the neighbors. See [Section 4.16](#) for additional information.

Path lighting is allowed with low-voltage or solar options. These must be spaced evenly along paths or driveways to give a consistent look.

2.14 FENCES and WALLS

All fences and walls owned by the resident must be kept in good repair and be painted the appropriate color per standards for fencing. See [Section 4.15](#) for colors. All tall grasses, bushes, and tree branches on the homeowner's side of all fences and walls must be trimmed away from the wall/fence so as not to hang over the wall onto another resident's or Common Area property and must not touch the wall.

2.15 VIEW IMPAIRMENT

No guarantee or representation is made that any view of, over, or across any common area or home of the golf course or the mountains will be preserved without impairment. Property owners have no obligation to prune or thin any tree or other landscaping that impairs a view. In addition, property owners may add trees or other landscaping that impairs a view, subject to MC approval.

Refer to **Section 14.3** of the Pine Creek Village Declaration of CC&Rs.

2.16 VISUAL IMPACT

Structures, excluding the original construction of a residence, must be constructed, located and screened to minimize the visual impact to adjacent properties, common areas and the golf course. "Visual Impact" is defined as the aesthetic appearance based on height, color, relationship to surrounding grade, impact on views from windows of adjacent properties.

2.17 NUISANCES

2.17.1 RESIDENT ACTIVITIES

The use of lawn mowers, snow blowers, hot tubs and play/sports equipment or any other activity after reasonable hours that causes a nuisance to neighbors is prohibited. In addition, MC, at its discretion, may withdraw approval of any hot tub or play/sports equipment where repeated offenses result in an ongoing nuisance.

Refer to **Section 10.9** of the Declaration **CC&R** for additional information.

2.17.2 BUILDING ACTIVITIES

Reasonable and normal construction and development activities shall not be considered a nuisance.

2.17.3 HOME BUSINESS

Any home business that creates a nuisance, detracts from the quiet enjoyment of surrounding properties, or involves door-to-door solicitation of Pine Creek residents is prohibited.

2.17.4 PETS

See Section 2.2.5 for pet nuisance rules.

3 MAINTENANCE

3.1 PCVA RESPONSIBILITY

In general, and as more specifically set out in the Declaration CC&R, the PCVA is responsible for maintaining all improvements within common areas, any property owned by the PCVA, street right-of-way landscape adjacent to PCVA property, and any additional property as deemed necessary at the discretion of the PCVA Board of Directors.

The PCVA is responsible for maintaining the outside and inside face and top of village walls, as well as village view fences. The PCVA may choose to maintain other perimeter walls or fencing at the discretion of the Board.

Refer to **Section 5.1** of the Declaration CC&R for additional information.

3.2 HOMEOWNER RESPONSIBILITY

Homeowners are responsible for maintaining all improvements on his or her lot in a manner consistent with the “Community-Wide Standard” as defined in **Section 1.13** of the Declaration CC&R.

3.2.1 LANDSCAPING

Homeowners are responsible for the maintenance of landscape, irrigation and sidewalks within the easements on their property. Lot owners are also responsible for the maintenance of landscape, irrigation and sidewalks in the street right-of-way from the back of curb to their property line.

Landscape includes but is not limited to live sod and vegetation, artificial turf, rock or wood mulch, hardscaping, and xeriscaping.

Landscaping shall follow all City of Colorado Springs requirements in addition to these Standards and Guidelines. Maintenance is the responsibility of the homeowner to include but not limited to weed removal, tree trimming to include parkway trees, replenishment of dead vegetation and plantings, erosion control, etc.

Specific landscape guidance

- Trees
 - Trim dead branches
 - Remove dead trees (tree and stump) (see Improvements Requiring Approval section 4)
Branches are to be no lower than 8 feet (8') over the sidewalk, and 14 feet (14') over the street
 - Trim “suckers” (i.e., tree shoots) around the base of trees
- Weeds are expected to be under control and not present an appearance of a neglected yard
- Grass/Natural Turf
 - Yards must maintain a well-kept appearance
 - Repair, replace, and/or treat dead areas
 - Limit to a maximum of 5 inches (5”) in height
- Shrubbery must be kept neatly pruned, and dead branches should be removed
- Perennials should be removed and replaced (via DRR) if they die or become unsightly
- Mulch must be refreshed occasionally to maintain a good appearance; bare spots must be covered

3.2.2 SIDEWALKS AND DRIVEWAYS

Homeowners shall keep the sidewalks that abut or are adjacent to their property in a clean condition free from projections and obstructions across the surface, debris, litter, or dangerous conditions involving the structural integrity of the sidewalk. While the City of Colorado Springs can assist with the repair and replacement of damaged or dangerous sidewalks, the liability remains with the homeowners.

Homeowners are responsible for keeping all sidewalks and driveways on their lot or within the right-of-way adjacent to their lot free from snow and ice within a 24-hour period after the end of a storm in accordance with the City of Colorado Springs requirements. To report violations, contact the City of Colorado Springs Code Enforcement.

3.2.3 HOME, FENCE, DECKS, AND ACCESSORY STRUCTURES

Condition of the home, fence, decks and accessory structures exterior paint must be free of noticeable and unsightly peeling, blistering, cracking, oxidation, and fading that displays a general lack of maintenance of the property that negatively detracts from the home's appearance and that of the neighborhood overall. Repairs are to be made when needed, including but not limited to items within the property owner's boundaries:

- On all stucco (home, accessory structures, deck)
- Roofing
- Gutters
- Windows (broken or cracked)
- Fences - maintain paint (wood and view fences) and structural integrity/safety
- Garage doors – maintain in operational condition and proper painting
- Decks – maintain for safety and aesthetics
- Accessory structures – paint, roof, etc.
- Sidewalk
- Snow removal
- Raised “heaves” (i.e., uneven sidewalk squares) must be repaired when the difference in the two sections is greater than 2 inches (2”) in accordance with Colorado Springs policy
- Porch and yard light bulbs – burned out bulbs are to be replaced within 1 week.

Homeowners are responsible for maintaining yard lights on their lot in like-new condition. Damaged fixtures must be replaced with the identical type and color fixture. Poles must be painted and vertically upright. Refer to **Section 4.16**. Bulbs must be replaced promptly with a 100-watt, white incandescent bulb, equivalent compact fluorescent bulb, or equivalent LED bulb. No other color or wattage is allowed in Pine Creek. Light poles must be painted black (Sherwin Williams SW6258 Tricorn Black) in a matte finish.

Wood and metal fencing installed by the homeowner must be maintained in like-new condition.

Refer to **Sections 5.2 and 5.4** of the Declaration CC&R for additional information.

3.2.4 PUBLIC EASEMENTS

Unless larger easements are designated on the recorded subdivision plat, each lot is subject to a 5-foot public utility easement on each side of the property lines, a 7-foot public utility and drainage easement along rear property lines and a 5-foot public utility and improvement easement along front and side property lines facing a street. Structures and walkways will be permitted after review by the MC to ensure proper drainage. Any damage caused by the utility company or contractors due to location in easement will be at the owner's expense.

3.3 RIGHT TO REMEDY

The PCVA has the right to remedy any maintenance or landscape issue of any homeowner or homeowner's association within Pine Creek, after appropriate notification. The PCVA may assess the costs to the homeowner.

4 MODIFICATIONS REQUIRING APPROVAL

All additions to or changes made to the outside of the home, to include landscaping, are defined as modifications. All modifications are to be submitted to and approved by the MC through a DRR prior to the start of any work. All exterior changes or installations must be submitted for review by the MC. See [Section 5](#) for submittal process. Installation of any exterior improvement without MC approval constitutes a violation of the Declaration CC&R. If an improvement is deemed nonconforming, the PCVA will notify the homeowner in writing requesting that the improvement be removed or modified so that it is in conformance. **All items below require a DRR submittal unless expressly stated.**

4.1 HOUSE AND ACCESSORY STRUCTURE REPAINTING

All exterior paint color changes, including repaint in existing color scheme, must be approved by the MC before paint application. The MC is charged with the responsibility of preserving the aesthetic appearance and architectural design of the Community to help protect the value of the homes.

The color palettes for Pine Creek are based on earth tones (shades of brown or gray) giving many options for trim colors that support the overall look of the home. The color schemes are expected to blend well with the surrounding homes and fit within the community's overall theme. Black and bright colors (e.g., bright whites, primary colors, bright blues/greens, etc.) are not permitted as a paint color on any portion of the home or accessory structure. Black is only allowed on wrought iron staircases. The garage door is not to be the focal point of the home and is to be painted either the body color of the home, the color of the exterior trim of the home (fascia, soffit, horizontal gutters), or a color in the chosen color palette, keeping with earth tones (shades of brown or gray). Wooden façade garage doors will be allowed when they fit with the homes' exterior.

4.2 DECKS, BALCONIES, AND PATIOS

4.2.1 DESIGN

The design of elevated decks and balconies, including their material and color, must be consistent with and complement the architecture and color of the residence and shall not appear to be "tacked on." Lattice is not permitted around the deck.

- The vertical portion of the deck, balconies, or patios may be either wooden railings or wrought iron/metal. Wooden railing colors may match the body color of the home, the trim or fascia color of the home, be a standard manufacturer color, or be a color that is supportive to the overall color scheme of the home. Colors that are generally NOT acceptable include but are not limited to burgundies, blues and greens. Wrought iron/metal railings may be the accent color of the home or standard manufacturer colors like black, dark brown or gray tones to match the home's color palette.
- The horizontal portion of the deck must match or support the rest of the home, the masonry material, or the roof material that is used and is prominent on the same side the deck is constructed on.



Example: The deck matches the body color of the home.



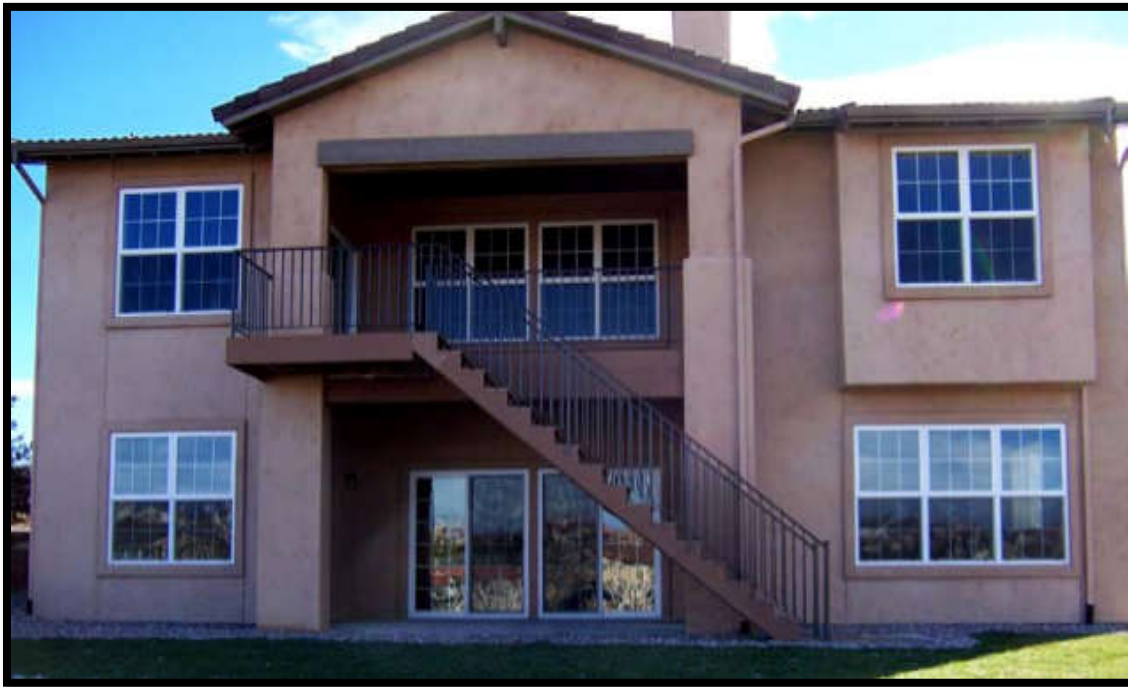
Example: The deck matches the fascia color of the home.



Example: The deck may be painted the same color as the shutters, because they are on the same side of the house.



Example: The deck blends with the masonry, roof material, and overall color scheme.



Two Examples: The deck complements the overall color scheme of the home.



Example: Black wrought iron is a standard manufacturer color.



Example: The dark brown wrought iron is complementary to the overall color scheme.

4.2.2 ROOF MATERIALS

Roof materials for covered decks or patios may utilize either the same roof material as the main house roof, large-dimension wood lattice (2"x2" minimum) or awnings. Refer to **Section 4.5** below for acceptable awning treatment.

4.2.3 COLUMNS AND SUPPORTS

Columns and supports should appear substantial and in proportion to the overall building mass. The finished support shall be a minimum of 6 inches in section and preferably incorporate architectural elements matching the architectural style of the home.

4.2.4 PATIO AND DECK ENCLOSURES

Patio enclosures must match the architecture, material, and color of the home. Patio enclosures on perimeter lots must incorporate architectural details appropriate to the architectural style of the home. Refer to **Section 4.3** for additional information.

4.2.5 SETBACKS AND LOT COVERAGE

Refer to the City of Colorado Springs Zoning Code for deck, balcony and patio setback and lot coverage requirements. In no case may a deck, patio, or paved surface be located within 10 feet of the golf course property line.

4.2.6 EXTERIOR STAIRS

Exterior stairs must be designed to minimize visual impact. Refer to Section 2.16 for the definition of “visual impact.” Stairs and landings must be integral to the deck’s design and not project out into the yard. Refer to Exhibit 4.1 below.

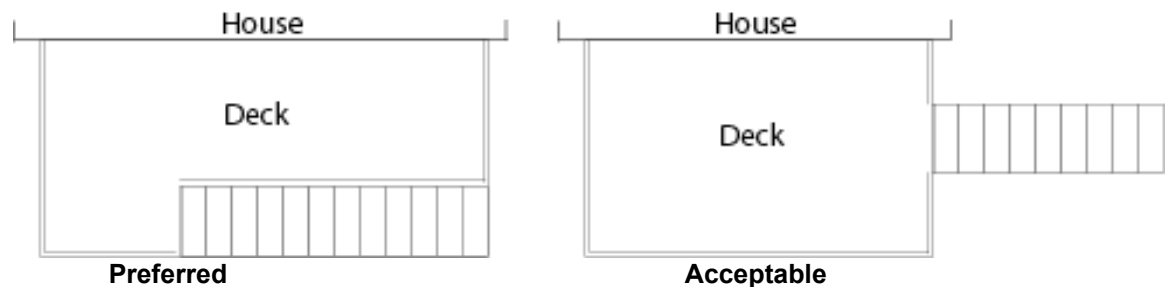


Exhibit 4.1: Exterior Stairs

4.3 HOUSE ADDITIONS

4.3.1 REQUIREMENTS

Additions and modifications will be reviewed and approved by the MC. Any addition or modification to the exterior appearance of a residence must match the original structure in architectural style, mass, material and color. Before obtaining MC approval, a permit/site plan request must be submitted to El Paso County Regional Building Department (RBD) or the City of Colorado Springs and be approved. This approval must be included with the DRR to the MC for final approval prior to starting construction.

The submission of detailed plans and specifications are to include descriptions of material to be used, plan and elevation drawings showing dimensions setbacks, roof slopes, etc. The homeowner may be required to add privacy screening.

4.3.2 GARAGE CONVERSIONS

No garage space may be converted to a living area without the prior written consent of the MC and prior approval of the HOA. In no case may the conversion reduce the number of parking spaces within a garage to less than two.

4.3.3 ROOFING REPLACEMENT (TILE OR SHINGLES)

Any replacement of the roofing material with both the exact same manufacturer type and color or a new type and color requires MC review. All submittals should include a color photo of the home/roof along with a brochure showing the type and color of replacement chosen. Owner must receive MC approval prior to the work being started.

City of Colorado Springs requires a drip edge be installed at eaves and rake edges of shingle roofs. The drip edge must be painted the same color as the fascia, which is the trim color of the house.

4.4 DRIVEWAYS

Paved driveway width shall not exceed the width of the garage face. Decorative rock mulch, brick pavers and stamped concrete may be placed along the driveway from the garage to the back of the street sidewalk, at a maximum of 3 feet in width. Decorative rock mulch, brick pavers and stamped concrete must be colored in order to be distinguished from the color of the driveway. Colored concrete on driveways must complement the color scheme of the home.

4.5 EXTERIOR WINDOW COVERINGS/WINDOWS, AWNINGS AND STORM DOORS

4.5.1 WINDOW COVERINGS/WINDOWS

Window coverings facing a street, common area, or the golf course must appear permanent and be maintained in like-new condition. Reflective window tint is prohibited. Exterior window replacements require pre-approval.

4.5.2 AWNINGS

Awning design must complement and integrate with the architecture and not appear to be “tacked on.” Awnings are permitted on side and rear elevations only. However, awnings on the front elevation will be reviewed on a case-by-case basis and must be pre-approved.

Acceptable awning treatment is treated canvas fabric. The color must complement and not contrast with the residence. Awnings must be maintained in like-new condition.

4.5.3 SECURITY SYSTEMS

Security window bars and roll-up coverings are not permitted where visible from a street, common area, or the golf course. Decorative grills complementary to the architectural style of the residence must be reviewed and approved by the MC. Security lighting must meet requirements as stated in [Section 4.16](#).

4.5.4 STORM DOORS

Storm doors must complement the door color or the door trim color of the home, and they must match the style of the home.

4.5.5 FRONT DOORS

Front door replacements and paint colors for front doors must complement the house, and must not be brightly colored or of a style or color that detracts from the earth-tone color palette of the neighborhood.

4.5.6 LAWN TENTS

Lawn tents may not be used as a permanent structure/cover on rear decks. Tents may be in place for no more than 7 days.

4.6 AIR CONDITIONING, GENERATORS, AND EVAPORATIVE COOLING UNITS

Homeowners must obtain MC approval prior to installation of any air conditioning, generator, or cooling unit. These units are for residential purposes only and limited to one unit per residence. The unit shall be located at ground level, adjacent to the residence it serves, and screened from public view. A unit located on roofs, in windows, or attached to the side of a building are prohibited.

In a request for additional units, the MC may consider any relevant factor regarding residential cooling, including but not limited to, total BTU capacity of all units, square footage of the home, compliance with the applicable building codes and safety standards, and noise.

4.7 MECHANICAL EQUIPMENT & SOLAR SYSTEMS

4.7.1 EXTERIOR MECHANICAL DEVICES

All mechanical and electrical equipment, including but not limited to air conditioning, heating and soft-water tanks, cable television boxes, security apparatus, transformers, telephone boxes, and electric and gas meters, must be integrated into a building's design, screened from public view or, when appropriate, enclosed in a suitable accessory structure. Radon mitigation systems shall be painted to match the surface to which they are attached or from which they project

4.7.2 SOLAR PANELS

All renewable energy devices require review and a DRR approval and must be designed in accordance with the Colorado Statute #38-30-165.

4.8 SATELLITE/COMMUNICATIONS EQUIPMENT

4.8.1 SATELLITE DISHES

In accordance with the Telecommunications Act of 1996, a satellite dish measuring 1 meter in diameter or less must be installed such that it does not impair acceptable signal reception. Dishes shall be located at the lowest possible level, screened from public view, and placed in the rear or side yard of the lot, as long as such placement does not impair the signal or unreasonably increase the cost of installation, maintenance, or use. No satellite dish shall be attached to any community wall or fence. Owners must register their satellite dish with the PCVA via a registration form available online at www.pcva.org. Refer to **Section 9.4** of the Declaration CC&R for additional information. Any required cables or hardware for installation of dish must be painted to match the surface to which they are attached. See Appendix D.

4.8.2 OTHER EQUIPMENT

All antennas, including but not limited to citizen band radio antennas, are to be installed to comply fully with the Federal Communications Commission requirements and will not protrude beyond the railing of any balcony, deck, patio, furnace vent or approved chimney location, and in such a manner as not to cross lot lines.

Antennas greater than 1 meter in diameter are strictly prohibited. All installations shall be fully grounded and permanently and properly secured. Roll away antennas are prohibited.

4.9 GUTTERS, DOWNSPOUTS AND VENTS

4.9.1 DESIGN

Gutters and downspouts shall be integrated into the design of the residence and appear as an unobtrusive architectural element. Downspouts shall be located on vertical members in inconspicuous locations.

4.9.2 COLOR REQUIREMENTS

All gutters, downspouts, flashing, sheet metal, radon mitigation systems, vent stacks and pipes shall be painted to match the surface to which they are attached or from which they project.

4.9.3 RAIN BARRELS

DEFINITION: Rain barrel is a storage container that collects water from a down spout, and it must be sealable and must be located above ground.

Rain barrels can only be used on a single-family residences. Each residence can store up to 110 gallons using a maximum of two (2) rain barrels. The rain barrels can only be placed under the downspouts in the back or side yards and cannot be visible from the street. The rain barrel color must blend with or be the same color as the main color of the home.

4.10 ACCESSORY STRUCTURES, SHEDS, GAZEBOS AND ARBORS/PERGOLAS

4.10.1 DEFINITION

Accessory structures are defined as completely enclosed structures having a door and/or window. Examples include but are not limited to garden or utility sheds, playhouses, and greenhouses. Gazebos and pergolas are defined as open or partially enclosed structures that cannot be enclosed with either doors or windows, screens, drapes, or shades. Refer to Section 9.4 of the Declaration CC&R for additional information.

4.10.2 DESIGN REQUIREMENTS

All accessory structures/sheds must match the architectural style, material and color of the residence on that home's site. Accessory structures must be constructed of new materials and maintained in like-new condition.

4.10.3 SPECIFICATIONS

New construction and pre-manufactured structures are allowed; however, materials must match the home in material to include stucco, siding and tile, or shingle roofing. Matching architecture includes mimicking the window size and style, window/door trim configuration, roof pitch, and overhangs. No plastic or resin sheds are allowed.

Screening by fencing and/or landscaping may be required.

Size of any accessory structure may not exceed 120 square feet; no one side dimension may be greater than 12 feet 9 feet in height.

Gazebos or pergolas must be consistent with and complementary to the style, material, and color of the house. The maximum size of a gazebo/pergola is 120 square feet and 12 feet in height.

Please refer to neighborhood community guidelines addendums ([Appendix E](#)) for further shed guidelines for certain neighborhoods.

4.10.4 LOCATION

Accessory structures and gazebos are not permitted in front yards. In addition, they are not permitted within the 5-foot side or 7-foot rear public easements. Refer to Section 3.2.4.

4.10.5 COLOR

Arbors and pergolas close to or attached to the house should be painted to match the body color of the home, trim color, or be a color within the color palette of the home. Arbors and pergolas not attached or close to the house may be a natural wood color.

Structures must be constructed, located and possibly screened to minimize the visual impact to adjacent properties, common areas, and the golf course. Refer to [Section 2.16](#) for the definition of "visual impact." Structures facing corner lots must be screened from the side street with evergreen trees.

4.11 HOT TUBS/SPAS AND POOLS

4.11.1 DESIGN REQUIREMENTS

Hot tubs may be incorporated into decks or patios or may be freestanding; however, all freestanding units must be treated to visually blend with the residence or be adequately screened. Screening, including landscape buffers, may be required to minimize visual impact. Refer to [Section 2.16](#) for the definition of "visual impact."

4.11.2 LOCATION

Hot tubs and pools are permitted in rear yards only and must be designed and located to minimize visual impact and potential nuisances to adjacent properties, common areas and the golf course. All hot tubs will be reviewed and must be approved before installation. Screening, including landscape buffers, may be required.

Swimming pools may be in-ground or above ground and must set back a minimum of 10 feet from any property line.

4.12 RECREATIONAL AND SPORTS EQUIPMENT

4.12.1 MAXIMUM HEIGHT

The maximum height of any recreational or sports equipment for residential units (except basketball backboards and trampolines with side safety nets) is 8 feet. The MC may consider equipment height greater than 8 feet on a case-by-case basis using the following guidelines:

- Major structural elements do not exceed 8 feet, and the total height of the structure does not exceed 11 feet.
- The maximum height of a sports court light pole is 17 feet (refer to [Section 4.16](#) for additional lighting requirements).

4.12.2 LOCATION

Play and sports equipment (except permanent basketball backboards on support poles) are not permitted in front or side yards. Equipment location must minimize the visual impact to adjacent properties, common areas, and the golf course. Play and sports equipment should be kept 10 feet from all property lines. When equipment is in a fenced yard, the equipment should be placed within the closest 1/3 portion of the rear yard and must be kept out of the easement only. Refer to [Section 2.16](#) for the definition of “visual impact.” Screening may be required at the discretion of the MC.

Basketball backboards are permitted in front and rear yards only. Basketball backboards located in front yards must be permanently mounted on a pole on the exterior side of the driveway approximately halfway between the sidewalk and the front of the residence. Backboards may not be located along any sidewalk or street. Backboards attached to a residence and portable backboards are not permitted in front yards. Backboards located in rear yards shall be set back a minimum of 10 feet from a property line.

Concrete areas in rear yards shall be no greater than 30% or 1500 sq ft., whichever is smaller. Screening may be required.

4.12.3 COLOR

Color of all recreational and sports equipment must be approved by the MC. Equipment visible from roadways, common areas, or the golf course is limited to muted colors. Solid green is the preferred color for canvas canopies on recreational equipment. Bright colors are not allowed on trampoline poles.

Basketball backboards must be white, off-white or clear. Support poles must be black (similar to the yard light pole color) or dark green (similar to the view fence color).

4.12.4 MATERIALS

All equipment must consist of new materials and maintained in like-new condition.

4.12.5 PUTTING GREEN

Putting greens must conform to the following specifications:

- High-grade weed barrier
- Sand, breeze or similar material for the infill
- Green artificial turf only
- Edging may be stone, brick, fringe, steel or concrete. Other types of edging will be reviewed on a case-by-case basis
- No indoor/outdoor carpeting
- Must not impede lot drainage or concrete ponding
- The green shall have a contoured look
- No sub-base materials or infill may be visible

- Sub-base must be sufficiently compacted as not to cause visible irregularities. MC suggests using a professional compactor
- The green shall not have creases or bubbling
- Screening may be required on a case-by-case basis

4.13 LANDSCAPING

While the vision and values of Pine Creek have always promoted a respect for our natural resources, drought conditions have prompted the need to provide better conservation management practices. Accordingly, these guidelines incorporate measures to address water conservation for those wishing to convert existing landscape to xeriscape.

4.13.1 WATER MANAGEMENT

Homeowners can water their lawns a maximum of 3 days per week, with any type of sprinkler system, by direction of the Colorado Springs Ordinance #19-99, with the following restrictions:

- Restrictions apply between May 1 and October 15 each calendar year
- Watering times are between 6 PM and 10 AM for homeowners (PCVA common areas use different rules per the city)
- Drip systems and watering by a handheld hose can be used any time

4.13.2 LANDSCAPE TERMINOLOGY

There are some technical words and phrases that are helpful in the planning, installation, and maintenance of landscape. **Appendix B** lists those words and phrases.

4.13.3 MINIMUM PLANT MATERIAL SIZES

- | | |
|---------------------|--------------------|
| • Deciduous Trees: | 2-inch caliper |
| • Evergreen Trees: | 5-foot height |
| • Ornamental Trees: | 1½-inch caliper |
| • Shrubs: | 5-gallon container |

Smaller multi-stem trees will be reviewed by the MC for lots that exceed the required minimum quantity and for interior side and rear yard locations.

4.13.4 PLANT MATERIAL

All trees and shrubs are to be selected from the list of Approved Plant Materials in **Appendix A**. Due to the large variety and changing availability of materials, plants not on this list will be considered on a case-by-case basis. Fruit trees shall be located so that the canopy at maturity does not cross any property line and are permitted in back yard only.

Plants and flowers that are considered fake or comprised of non-living material are not permitted to be planted anywhere in the landscape or flower boxes.

4.13.5 TURF/GRASS

Natural turf (i.e., live grass) shall be kept a minimum of 3 feet from all foundations. Natural turf is not permitted on slopes that are 4:1 (one foot of vertical rise to four feet of horizontal run) or greater due inability to adequately water and maintain a good appearance.

Soil Amendment is required for all new natural turf areas. All natural turf areas will be amended with a minimum of 5 cubic yards per 1000 square feet of an acceptable soil amendment (either a peat moss/compost mixture, or a peat moss/compost/manure mixture), mixed to a depth of 3 to 4 inches.

Artificial turf is not permitted in the front or side yards and may not be visible from the street. Requests for artificial turf for specific back yard situations will be reviewed and must be kept in a like new condition.

4.13.6 XERISCAPING

Colorado Statute 37-60-126 established the state water conservation and drought mitigation plan. This plan defines xeriscape as “the principles of landscape planning and design, soil analysis and improvement, appropriate plant selection, limitation of turf area, use of mulches, irrigation efficiency, and appropriate maintenance that results in water use efficiency and water-saving practices.” Xeriscape is not to be confused with “zeroscaping,” where the property is completely covered with rock and devoid of any plant or mulch materials. Requests for xeriscaped yards must include plant material, to include but not limited to trees and shrubbery. Requests for zeroscaped yards will not be approved. See [Section 4.13.8](#) and [4.13.9](#) for additional information on xeriscaping requirements in the front/corner and side/rear yards, respectively.

Homeowners are encouraged to consider all Colorado Springs Utilities (CSU) guidelines for drought-tolerant and water-wise plants. The MC will consider the selections and will add plants to the approved PCVA plant palette in this document, as appropriate. The CSU website is www.csu.org, and additional information may be found at <https://www.waterwiseplants.org/find-a-plant/>, at <https://www.waterwiseplants.org/>, or other similar sites on the CSU website.

4.13.7 STREET TREE LANDSCAPE AND PARKWAY LANDSCAPE

A semi-formal planting of deciduous street trees is required within the “street tree-planting zone” along all residential streets in Pine Creek. For lots having a detached sidewalk, the “street tree-planting zone” is defined as the area between the curb and the sidewalk (also known as the parkway). Street trees shall be centered between the walk and curb. For lots having an attached sidewalk, the “street tree-planting zone” is defined as a 7-foot strip from the back of sidewalk. Street trees shall be located between 4 feet and 7 feet from the back of sidewalk. Refer to Exhibit 4.2 below.

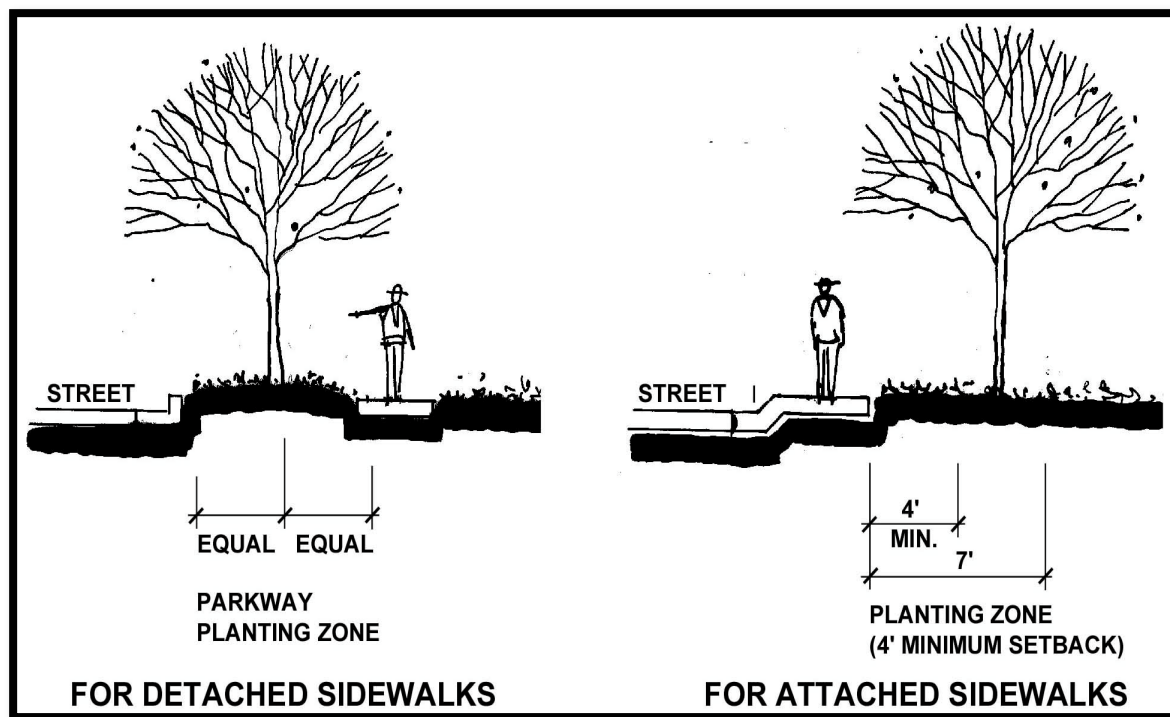


Exhibit 4.2: Street Tree Planting Zones

The number of street trees required per lot is based on street frontage as measured along the street right-of-way indicated on the recorded subdivision plat. This applies to both front yards and corner side yards. The number of required street trees is in addition to the number of trees required in the front yard landscape requirements shown in [Section 4.13.8](#).

<u>LOT FRONTAGE</u>	<u>MINIMUM TREES REQUIRED</u>
• Up to 60 feet	1
• 61 to 90 feet	2
• 91 to 120 feet	3
• 121 feet or greater	4

Street trees shall be spaced a minimum of 20 feet on-center and a maximum of 35 feet on-center based on genus and species to provide for adequate canopy growth at maturity. Trees requiring removal/replacement must be replaced per the numbering and placement guidance in this section.

Street trees shall be selected from the street tree column under Deciduous Trees in [Appendix A](#).

All parkways shall be planted with bluegrass (or equivalent) turf and irrigated or have rock mulch. A small ring of wood mulch up to 4 feet in diameter should be used around the trees if the rock mulch is being used in the parkway around street trees. PCVA common area trees do not require a wood mulch ring.

Xeriscape requests for the parkway areas require low-growing Xeriscape-type plants and boulders in conjunction with the proposed landscape material. Rock or wood mulch areas with no planted material are not permitted in the parkway. Plants that are 24-inch or lower are preferred where vehicle or pedestrian visibility may be impaired. Boulders are allowed in addition to plants and limited to a maximum size of 24 inches x 24 inches x 24 inches. See [Section 4.13.6](#) for more information.

4.13.8 FRONT AND CORNER SIDE YARD LANDSCAPE

In addition to the street tree landscape requirements, front and visible corner yards shall be fully landscaped using the following minimum plant quantities:

<u>LOT SIZE</u>	<u>MINIMUM PLANTING REQUIREMENT</u>
• Up to 12,000 square feet	2 trees, 8 shrubs and 15 perennials
• 12,000 square feet or greater	3 trees, 12 shrubs and 25 perennials

Natural turf areas are recommended at a minimum of 20% and a maximum of 50% of the non-paved area of the front yard (excluding the turf requirement for parkways, Section 4.13), if not xeriscaping. The recommended minimum width of a turf area is 4 feet.

All exposed house foundation visible from the street, common areas or the golf course must be screened using a mixture of medium to large shrubs.

Rock and wood mulch areas are permitted in the front and corner side yards. These areas must have shrubs and/or perennial plants. Shrubs and/or plants shall be spaced a maximum of 4 to 6 feet on-center depending on species and will be reviewed on a case by case to ensure the area has enough plants.

The minimum width of an entry walk is 4 feet.

Xeriscape landscape with rock mulch will require perennials or shrubs be planted a maximum of 4 to 6 feet on-center depending on species.

4.13.9 SIDE AND REAR YARD LANDSCAPING

Turf areas are recommended at a minimum of 20% and a maximum of 50% of the non-paved area of the yard. The recommended minimum width of a turf area is 4 feet.

Where no side yard fencing exists, landscaping must blend with the adjacent landscape to avoid delineating property lines. Xeriscape renovation requests will be reviewed by the MC.

Bluegrass (or equivalent) is acceptable in these areas and other low water use turf will be considered. Native seed will be reviewed by the MC based upon the following criteria, including but not limited to: location, visibility (from street, golf course, and open space), seed mixture, sufficient irrigation, and long-term maintenance.

Refer to **Section 4.14** for additional requirements adjacent to golf course and common areas.

4.13.10 LANDSCAPE TRANSITION BETWEEN LOTS

Landscaping between lots shall present a uniform appearance. Tree and shrub massings shall blend, and hard edges such as mow strips, edging and walls between lots shall be minimized. **Refer to Exhibit 4.3.** Refer to **Section 4.13.13** for mulch requirements on abutting lots. This requirement is waived for abutting lots separated by a solid wood fence. Xeriscape requests must use a 2 to 6 inches high density of low growing Xeriscape ground cover where transitioning with neighboring turf. Other transition areas will be reviewed on a case-by-case basis.

Create a single, unified planting bed with consistent design and edge treatment between yards.

Hard edged treatment that delineates lot lines are not permitted.

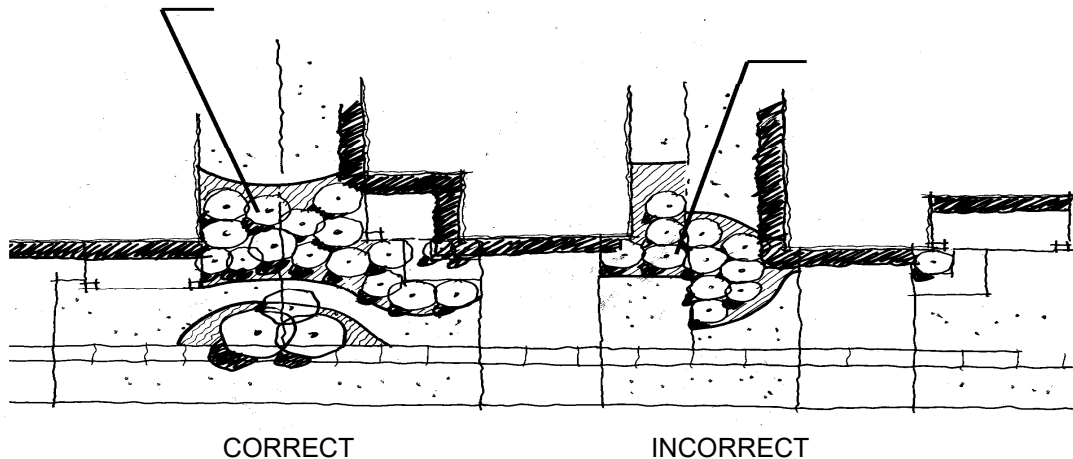


Exhibit 4.3: Typical Landscape Transition Between Lots (Top View) (lines denote lot line)

4.13.11 LOT DRAINAGE

Positive drainage away from all dwellings shall be provided at completion of initial construction of the home by the builder and maintained thereafter by the homeowner. Homeowner shall not alter the approved, engineered drainage patterns of the lot as this may cause flooding or cause erosion to adjacent properties.

Swales with a minimum of 2% slope shall be maintained on side property lines for proper drainage.

Roof downspouts shall be designed to carry water away from house foundations. Where possible, downspout drainage shall be directed towards the front yard to flow into internal streets. Downspout outlets shall avoid surface erosion.

4.13.12 IRRIGATION DESIGN

An automated, underground irrigation system is required for all yards. Overhead spray irrigation is recommended for natural turf areas and perennial/annual beds only. Drip irrigation is strongly encouraged for shrub beds to conserve water. Drip irrigation tubing must be buried beneath rock or wood mulch cover. Irrigation shall be designed and maintained to avoid over-spray onto any paved surface, wall or fence. Water efficient irrigation system parts and maintenance practices shall include, but not be limited to, the following:

- Multi-programmable irrigation controller
- Master valve
- Rain sensor
- Check valves
- Routine maintenance of system

Irrigation plans do not require MC review and approval.

4.13.13 ROCK AND WOOD MULCH AREAS

Shrub and perennial beds should be lined with landscape fabric or other acceptable weed barrier for rock mulch (decorative rock). Wood mulch is not required to have a weed barrier.

A similar type and color of mulch must be used in abutting planting beds on adjacent lots to unify the landscapes. The use of two different colors of rock mulch in the same bed will be reviewed by the MC during the DRR process.

Rock mulch size shall be a minimum of ¾ inch diameter and a maximum of 1 1/2-inch diameter. Smaller rock mulch may be used in sandboxes and larger sizes may be used in drainage and accent areas as specifically approved by the MC. Larger rock, 4 inches to 8 inches in size, may be used in a creek bed as an accent and/or drainage area no wider than 3 feet on average. Sparse plantings may be required to minimize impact. Acceptable rock mulch color includes natural, earth-toned colors. Prohibited rock mulch includes lava rock, white marble, black granite or any similar types and colors to these materials. Dyed or painted rocks are also prohibited.

Rock mulch is to be a minimum of 2" deep and flush with the sidewalk or surrounding landscape.

Wood mulch must be consistent in size and natural in color pigment (i.e., no dyed colors, such as red or black) and needs no weed barrier.

All mulched areas adjacent to turf shall utilize a metal, concrete, or brick to define the planting bed and provide a clean maintenance edge. Plastic edging above the grass height is prohibited. Other types of edging materials will be reviewed on a case-by-case basis. Recommended edger height is even with the top of the grass. Edging along public sidewalks shall be lower than or even with the top surface of the sidewalk.

4.13.14 EXTERIOR DECORATIONS

Yard art is not to exceed 6 feet in height. It must not create a material or substantial disruption to other residence, be obscene, profane, vulgar or defamatory in design or message; advocate drug use, violence, or disruptive behavior; harm someone's reputation, or threaten the safety or welfare of any person.

Lawn decorations shall be located and screened to blend with the landscape and architecture of the home. Because of the highly variable and site-specific nature of these items, lawn decorations will be reviewed by the MC.

All lawn decoration lighting shall comply with the landscape lighting guidance presented in **Section 4.16**.

4.13.15 VEGETABLE GARDENS

Gardens are allowed in rear yards only and shall be located a minimum of 5 feet from the house foundation and 10 feet from any property line.

Gardens shall not be located where lot drainage patterns would be impaired.

The maximum garden size allowed is 200 square feet.

Covering over raised planters or garden boxes is acceptable but must minimize visual impact. Muted, earth-tone colors are required. Refer to **Section 2.16** for the definition of "visual impact." Additional screening may be required at the discretion of the MC.

Plants may not exceed 4 feet tall or the height of an adjacent wall or fence, whichever is greater.

Greater flexibility may be given where gardens are located within fully wood-fenced yards.

Smaller garden fencing around a specified area will be allowed and be lower than the interior wood fence or the view fence. Fencing shall be 5 feet from the home; if fencing is less than 5 feet from the home, it will be required to be painted the body color of the home to minimize visual impact. Fencing material will be reviewed on a case-by-case basis.

4.13.16 LANDSCAPE INSTALLATION FOR NEW CONSTRUCTION

A landscape plan for the entire yard must be submitted to the MC for approval no later than 30 days after closing for new construction only. All landscaping shall be installed no later than 90 days after closing, weather permitting. Extensions must be requested in writing. Lots not landscaped within this time frame may be subject to sanction. The typical annual planting season runs from April 15th to October 15th.

4.14 GOLF COURSE/Common Area Transition Zone

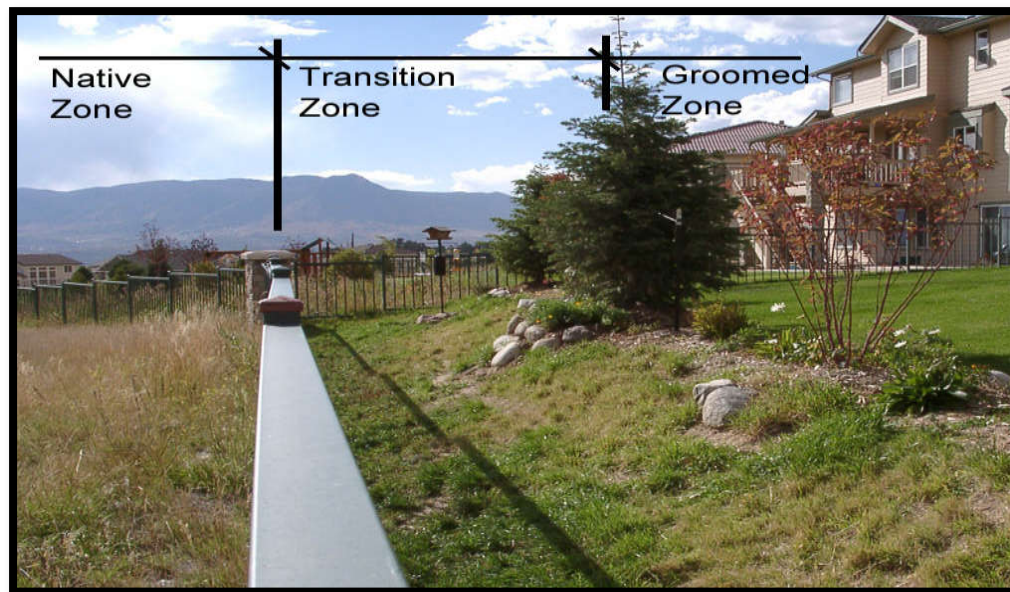
4.14.1 VISION

Pine Creek was designed to integrate with the extensive golf course and common areas within the community. In order to preserve and enhance these natural amenities, a number of requirements were established such as the transition zone for adjacent lots. The intent of the transition zone requirements is to soften the edge between the native areas and manicured yards. This section will guide homeowners to help achieve the community's goals.

4.14.2 BENEFITS

The use of native materials adjacent to greenbelts, open space and golf courses is a common practice. Landscape beds without sod require lower maintenance once established. In addition, the transition zone supports the City of Colorado Springs Landscape Ordinance in the following ways:

- Water Conservation - Conserve water resources using Xeriscape principles.
- Aesthetics - Enhance the regional landscape character of the area through the incorporation of native and compatibility introduced plants.



Example: The Transition Zone acts as a gentle buffer between native and manicured areas.

4.14.3 TRANSITION ZONE REQUIREMENTS

Where a lot abuts a non-irrigated or “native” portion of the golf course or common areas, an undulating transition zone shall be created on the lots to blend into the golf course or common area. This line should be 10 feet from the rear fence at the side property line and may meander as close as 7 feet to the rear fencing within the lot. Creating an area greater than 10' is permitted; planting requirements will be enforced. Xeriscape is allowed in the transition zone and will be reviewed on a case-by-case basis.

A combination of trees, shrubs, perennials, native grasses and wildflowers are required within the transition zone.

One tree per 30 linear feet of lot frontage is required within the transition zone. Trees may be clustered or evenly spaced, and they may be evergreen, deciduous or ornamental species. Refer to **Section 4.13.3** for size requirements.

Evergreen and deciduous shrubs add vertical interest and year-round color to the transition zone. Shrubs shall be spaced a maximum of 4 to 6 feet on-center. Placement shall not create a continuous vertical hedge with the native area. Refer to **Section 4.13.3** for size requirements.

Native grasses may be used as the primary groundcover with ornamental grasses as accents. Perennials, wildflowers or seed may be used to add color. Plant material should be planted extensively enough to allow for substantial coverage of the transition zone. Refer to **Section 4.13.4** for additional information.

Wood mulch and rock mulch may be used as a groundcover. Use of mulch in the transition zone requires plantings to provide visual interest. Weed barrier material is recommended with rock mulch (wood mulch is dependent on the area and if it is affected by wind/erosion). Mulch should be a minimum of 3 inches deep and shall not be allowed to gather above the bottom of the view fence. Refer to **Section 4.13.14** for mulch requirements.

Rock drainage channels perpendicular to the rear property line are allowed where large amounts of water flow through the transition zone. 4- to 8-inch-diameter rock cobbles may be used. Drainage channel widths that exceed 3 feet will be reviewed on a case-by-case basis.

Large boulders may be used sparingly to add interest without creating a manmade appearance or detracting from the otherwise native plantings.

It is recommended that large native seed areas, within the transition zone, are on their own irrigation zone to assure seed establishment and the ability to turn off water after seed is established.

4.14.4 NATIVE SEED IMPLEMENTATION

Native seed recommendations for establishment:

- Apply organic matter (compost, decomposed cow manure, high-grade topsoil, an average of approximately three cubic yards) to the soil within the transition zone and till into a minimum of 3 to 4 inches of soil.
- Rake transition zone smooth and apply native seed mix at recommended rate. The "Foothills Mix" is recommended. Other seed mixes may be used, however, mixes containing a majority of bluegrass or fescue species are not considered "native." Wildflower seed mix may be added to the native seed mix for added color.
- Rake seed into top ¼ inch of soil and fertilize. Apply erosion control fabric if erosion is a concern while getting seed to establish. Lay and pin down erosion control fabric per manufacturer's instructions.
- Water seedbed regularly to promote seed growth.
- Native seed area must be irrigated with an underground system.
- Maintain and weed the seeded area regularly. Over-seed the bed (with the same native grass mix) as necessary. Native seed shall be reintroduced wherever it has not taken root.
- Native seed area must grow naturally and be mowed twice a year with no more than 6 months separation between mowing. Seed areas must be kept free of noxious weeds. Seed area must be maintained to avoid appearing unkempt.
- Be patient. The native seed can take between 6 and 18 months to fully establish itself. Maintenance, including spring fertilization, is a key factor in the speed and success of the establishment.

4.14.5 VIEW FENCE RELATIONSHIP

No dirt or ground cover may be backfilled against the view fence. Finish grade shall have a smooth transition adjacent to the fence. Plant material shall not touch the painted metal, and vegetation must be trimmed back away from the fence during repainting and maintenance of the fence.

4.14.6 EXAMPLES



Example: Layout before native grasses take root. More plantings would be needed if the groundcover were wood mulch.



Example: A great variety of planting materials is encouraged.



Example: Established transition zone consists of the same plant materials as the native edge of the golf course.



Example: The transition zone does not require identical plant materials as the native area behind it. This is a mixture of shrubs planted at a correct density of material.



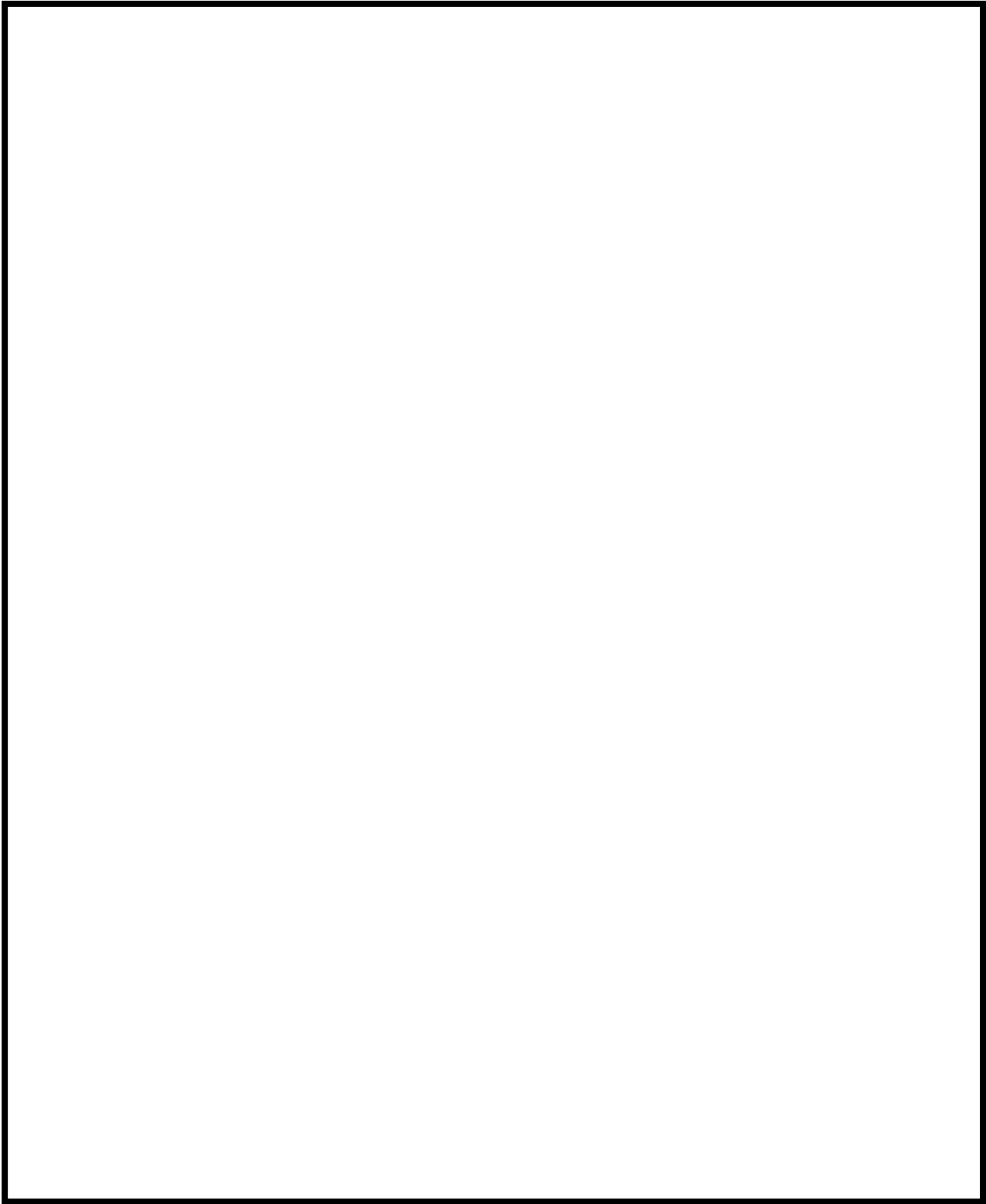
Example: Complementary native grass used adjacent to native areas. Native grasses should be allowed to grow naturally. Wood mulch is confined to the base of trees and shrubs only.



Example: Wood mulch installed too thick and is gathering above grade along the view fence. This is not permitted.



Example: Wood mulch is used as a ground cover. Proper plant spacing provides substantial coverage of mulch in 2 years.



4.15 FENCING AND WALLS

4.15.1 PERMITTED FENCE TYPES

The three types of permitted fencing for homeowners to install in Pine Creek are standard wood picket fences, metal view fencing, and electronic (invisible) fences. All fencing for lots adjacent to the golf course or common areas must be the metal view fence. Only a view fence may be attached to another view fence, or in some cases may also be attached to a stucco wall, depending on the location. All other yards are allowed to have a wooden fence only. A wooden gate is not allowed with a metal view fence, and a metal gate is not allowed with a wooden fence.

Prohibited fence materials include barb wire, plastic (PVC), chain link, wire-meshed (when not used in conjunction with an open-rail fence for enclosing pets), and unfinished masonry.

4.15.2 WOODEN YARD FENCING

All solid wood fencing shall be constructed of high-quality 4- or 5-inch cedar pickets placed vertically without spacing. The wood pickets shall face outward with the framework exposed to the interior of the yard (See Exhibits 4.4 and 4.5). If adjacent lots will both be fenced at approximately the same time, the impacted homeowners collectively will determine on which side of the fence the pickets will be located. Fencing facing the street or common area shall always have pickets facing outward (no framework visible), as in Exhibit 4.4.



Exhibit 4.4: Photo of the pickets as viewed from the outside of the yard



Exhibit 4.5: Photo of the pickets and framework as viewed from the inside of the yard

The maximum height of a lot fence is 5 feet. Where a lot fence meets a PCVA-maintained wall, the lot fence must be at or below the village wall height for a minimum of 8 feet. Wood fences must slope rather than step to accommodate grade changes.

All wood fences shall be stained on both sides. The required stain color is either Lowe's "Pine Creek Picket" Valspar exterior solid stain OR Home Depot's "Pine Creek Brown Fence" Behr solid wood stain, or a computer-matched wood stain.

Supplemental covenants or deed restrictions may prohibit lot fencing or further limit the acceptable materials in some Pine Creek neighborhoods. Please contact the MC for information pertaining to your neighborhood or Appendix E.

Wing fencing must be set back a minimum of 5 feet from the front corner of the residence. Wing fencing shall match the setback of existing wing fencing on the adjacent property where possible. Wing fencing may be setback no less than 2 feet from the front corner when it is accommodating a window well and is specifically requested by a homeowner.

Lot fencing must be set back a minimum of 15 feet from the back of curb of all streets or 4 feet from the back of sidewalk, whichever is greater.

4.15.3 GOLF COURSE AND COMMON AREA REAR VIEW YARD FENCING

All fencing for lots adjacent to the golf course or common areas must have a minimum 1 ¼ inch, maximum 2-inch horizontal fencing and a minimum 5/8 inch, maximum 1-inch picket to match the golf course view fence in design, material and color. See Exhibit 4.6.

View Fencing is to be painted dark green. To purchase the correct green paint (Olympic Pine; Pine Creek Green), homeowners must go to the Sherwin Williams store near Powers and Dublin (6345 Source Center Point, Colorado Springs, CO 80923, (719) 260-1767). The paint is an oil-based Alkyd Enamel, #N8-809. Use the number, and if they cannot find the formula, tell them it is under the Rainbow Paint company mixtures. Finish must be “eggshell” finish. Direct any questions about paint colors to the Board or the MC.

The maximum height of the view fence is 5 feet. Where the view fence meets the common area or golf course view fence, the fence must be at or below the village fence for a minimum of 8 feet. View fences must step rather than slope to accommodate grade changes. The maximum step height is 12 inches. Shorter panels may be needed to accommodate steep slopes.

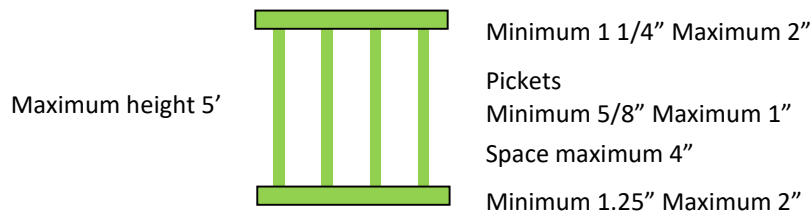


Exhibit 4.6: Picket spacing and height

No access is provided or allowed from private lots onto the golf course or common areas. Home sites in Oak Grove, adjacent to the Pine Creek Private Park, have gate access per developer plan.

4.15.4 RETAINING WALLS

Retaining walls shall not be placed within the 5-foot side and 7-foot rear yard public utility and drainage easements. Retaining walls will be allowed within the easement only if drainage is not impeded. Damage caused by the utility company due to easement placement will be at the homeowner's expense. Retaining walls in front yards will be reviewed on a case-by-case basis.

Acceptable materials for retaining walls located in front yards or visible from common areas or the golf course include natural stone, manufactured stone, decorative masonry block, brick and stucco. High quality wood timbers will be considered on a case-by-case basis. Railroad ties are not permitted.

4.15.5 ELECTRONIC (INVISIBLE) FENCE

Invisible fences for keeping dogs within yard boundaries are allowed in the side and back yards only. Invisible fences in the front yard are prohibited.

4.15.6 STUCCO WALLS

Most all perimeter stucco walls are owned by PCVA. Homeowners are not to make any modifications to stucco walls, nor place anything on top of walls. Planting vines or other plant material such that it adheres to the PCVA stucco walls is prohibited, and homeowners who have this situation that preclude a PCVA vendor from repairing and painting the PCVA stucco may be held financially liable for any damages and future painting to those impacted walls. Stucco walls owned by the homeowner must be painted and maintained in the same way as the PCVA-maintained stucco.

4.16 LIGHTING

4.16.1 YARD LIGHTS

In order to provide a unified theme in PCVA, a pre-selected yard light design is required in all residential front yards in Pine Creek. All yard lights must be painted Sherwin Williams SW6258 Tricorn Black, matte finish. Please visit www.pcva.org for details on the selected yard light fixture (search “yard light fixture”), which is the only fixture that is allowed.

The yard light is to be placed approximately 4 feet behind the street sidewalk on the front door side of the driveway. Locations on flag lots or homes with side-entry garages will be reviewed on a case-by-case basis.

Mounting height shall be 7 feet to the top of the fixture.

A soft white bulb (incandescent, CFL, LED) giving off at least 1600 lumens of light is required for consistency for all yard lights in Pine Creek. No other color is allowed.

The light operates on a photocell and must remain on (i.e., may not be turned off) during operational hours (dusk to dawn).

4.16.2 LANDSCAPE LIGHTING

The use of landscape up-lighting or down-lighting is encouraged when lighting is desired in the landscaping. Lighting that causes glare, discomfort, or disrupts the visual environment or creates light pollution of neighboring lots is prohibited.

Colored lighting other than seasonal and holiday decorative lighting is prohibited (See [Section 2.13](#) for description of seasonal lighting).

4.16.3 EXTERIOR LIGHTING

Permitted exterior lighting visible from the street as stated in the declaration are:

- Approved lighting as originally installed on a Unit
- Approved decorative post light
- Landscape and accent lighting
- Streetlights in conformity with an established street lighting program for the properties
- Seasonal decorative lights during the defined season

All exterior building lighting including path lighting, sports court, motion-detector security lighting and flagpole lighting shall be white in color and shall be designed to avoid spilling onto adjacent lots and common areas.

Light sources such as wall sconces, recessed lighting, soffit lighting and directional lighting are required to have fixtures around them. No bare bulbs are permitted.

Decorative light strings with exposed bulbs (such as “bistro” lighting not within a fixture, see [Section 2.13](#)) are permitted, but require MC pre-approval before installation to ensure compliance with position and usage per these guidelines. They are only permitted on porches, patios, courtyards, and enclosed outdoor living areas.

Light strings are not permitted along the eaves, or on any fence or landscape item, except during the defined holiday season. Light strings may not be positioned on any common area fences at any time or extend into yards (i.e., cannot be outside of the enclosed outdoor living area). Exposed bulbs must be white in color and turned off when not in active use by the homeowner to avoid light pollution to other homes/residents. 'Active use' is defined as the homeowner is actively using or entertaining in the space. Lights are not to be left on overnight. Light generated by the exposed bulbs must be positioned to avoid spilling onto adjacent lots and common areas.

Small portable solar lights along the edges of driveways, gardens or pathways are permitted, but these lights must match each other to provide consistency in the same area.

4.17 DOG RUNS

Dog runs shall not exceed 200 square feet in size. In order to reduce their visual impact, dog runs may be either attached to the residence and set back a minimum of 5 feet from any property line, or may be a standalone kennel-type style within the back yard or side yard not visible from the street. Refer to **Section 2.16** for the definition of "visual impact." A dog run is not permitted to be attached to any view fence along a common area, open area, or golf course. Additional screening may be required at the discretion of the MC.

The maximum height of dog run fencing is 5 feet. Acceptable fencing materials include steel picket or cedar pickets with spacing allowed. Fencing shall be painted or stained to match the body color of the home. Permitted fencing is either 4- or 5-inch cedar pickets with spacing, or steel pickets. Unacceptable materials include split rail or frame with wire mesh, chain link or lattice. Location and materials must be approved by the MC before installation.

Wooden dog run fencing is required to be stained with either Lowe's "Pine Creek Picket" Valspar exterior solid stain OR Home Depot's "Pine Creek Brown Fence" Behr solid wood stain, or a computer-matched wood stain.

Metal dog run fencing may be black or Olympic Pine (refer to Section 4.15.3 for the color details).

4.18 STRUCTURES AND WALKWAYS IN PUBLIC EASEMENTS

Structures and walkways will be permitted after review by the MC to ensure proper drainage. Any damage caused by the utility company or contractors due to location in easement will be at the owner's expense. See [Section 3.2.4](#) for additional information on public easements.

5 DESIGN REVIEW REQUEST (DRR) APPROVAL PROCESS

5.1 PURPOSE

In order to promote and maintain the architectural character, aesthetics and community-wide standards of Pine Creek, materials used in modifications to structures, as well as landscaping materials, must be compatible with the residence and overall architectural style and theme of Pine Creek. The Design Review Request (DRR) approval process assures the continuity of character and helps preserve and/or enhance the appearance and overall value of every property. The MC is the approval entity for any exterior improvements or changes to a homeowner's property. Failure to appropriately follow the DRR process (by proceeding with unapproved work, by changing a design after MC approval, or failing to properly close out the DRR after the work has completed) could result in fines in accordance with PCVA enforcement policy.

5.2 DESIGN REVIEW PROCEDURE

Any interior of a residence may be modified without MC approval, with the exception of the conversion of garages to living space.

Prior to installation or changes to the exterior of a home or property, all plans and specifications showing the nature, kind, shape, color, size, materials and location of all proposed exterior structures and improvements (including landscaping) shall be submitted to the MC for review. A completed design review request form, photos of the area proposed to be changed, drawings or plans with dimensions, brochures and any other necessary information to clearly show the proposed change must be submitted in full before review of the application can commence. Incomplete or illegible submittals will be returned to the applicant to complete without review.

Requests are to be received a minimum of 30 days prior to the beginning of the proposed project to allow sufficient time for MC review and consideration. Construction may not begin prior to receiving an approval letter from the property management company. DRR submission does not guarantee an approval.

Applicants must use the DRR application form shown in [Appendix C](#); the DRR form may be found on the www.PCVA.org website or on the PCVA Homeowner Portal, located at https://portal.ehammersmith.com/home_v2/login. A Builder Plot Plan is recommended when showing the location of any improvements. If a Builder Plot Plan is not available, the applicant must provide relevant dimensions and must label appropriate information. Label information as existing or proposed.

A separate DRR should be completed for each type of request. For example, landscaping changes should be on one DRR, and house painting on another. This enables faster approvals on easier DRRs and does not hold up an entire project when there is additional information needed on only certain sections of the DRRs.

5.3 SUBMITTALS FOR PAINT APPROVALS

Submittals must include:

- Paint color brand, name and number
- Sample paint board (See Exhibit 5.1)
 - Must be placed in front of home, visible for MC viewing
 - Home areas labeled Body, Body 2 (if appropriate), Pop Out, Trim and Accent, etc.
 - Sample must be available to review at the home concurrent with the on-line submittal of the DRR before the MC can review the application
- Street view photo of home and neighboring homes

Paint color must be applied using the color blocking scheme for the architectural style of the home.

All gutters, downspouts, flashing, sheet metal, radon mitigation systems, vent stacks and pipes shall be painted to match the surface to which they are attached or from which they project.

5.3.1 HOUSES PAINTING TRIM, ACCENT AND GARAGE DOORS ONLY

Residents painting the trim, accent and/or garage doors are required to paint a small sample on a paint board as seen in Exhibit 5.1. The paint boards must be displayed on the outside of the home for the MC to review during the DRR process.



Exhibit 5.1: Sample paint board with labels

5.4 WHERE TO SUBMIT

Applications must be submitted via the PCVA Homeowner portal account, located at https://portal.ehammersmith.com/home_v2/login. All homeowners must be able to log into this account. Once logged in, the homeowner can submit the DRR via the “Submit a New Request” button at the bottom of the Dashboard, then access the Architecture Review Committee (ARC) Request link (now referred to as Design Review Request (DRR)), as seen in Exhibit 5.2:

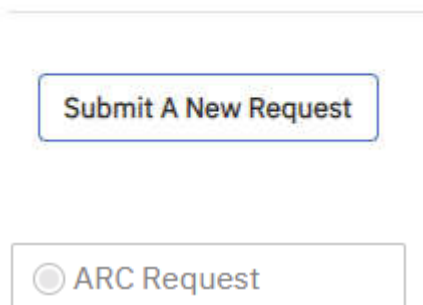


Exhibit 5.2: Visual of the links to submit a new request and the ARC Request (known as DRR)

5.5 APPLICATION RESPONSE TIME

5.5.1 MC REVIEW AND RESPONSE TIME

The MC typically meets twice monthly when there are active applications to review, and monthly during the slower application periods typically between November and February. The MC has an on-line process that is intended to expedite the review and approval process. However, the committee has 30 days from the time all requests are considered in good order to respond to the homeowner. Incomplete DRR packages will result in a delay of review and approval.

5.5.2 VARIANCES

The MC may grant variances to the Design Guidelines or Community Guidelines only when unique circumstances dictate that the requirements cannot be met. Financial hardship is not a consideration in granting variances. Variances must be granted in writing from the MC to be effective and must not be contrary to the Declaration. Refer to **Section 9.6** of the Declaration CC&R for additional information.

5.5.3 ENFORCEMENT

The PCVA will periodically inspect properties for conformance to the Community Guidelines and other governing documents. Additionally, installation of any exterior improvement or change without MC approval constitutes a violation of the Declaration CC&R. If an improvement or change is deemed nonconforming, the PCVA will notify the homeowner in writing requesting that the improvement be removed or modified so that it is in conformance. These changes will be at the homeowner's expense. If the changes are not made, the MC may contact the community management agency and PCVA Board to take action to alert the homeowner of their obligation under the Declaration CC&R to restore the property so that it is in conformance. All costs will be assessed against the homeowner and collected as a specific assessment, as appropriate and within the authority of the PCVA Board. Refer to **Section 9.8** of the Declaration CC&R for additional information.

The Board may impose sanctions in accordance with **Section 4.3** of the Declaration CC&R to bring the property into conformance. The purpose of this is to assure the overall quality and consistency of Pine Creek as a community.

5.5.4 HOMEOWNER RESPONSIBILITY FOR COMPLETION

Approved projects are to be completed by the date stated in the approval letter. Homeowners must notify the MC and request an extension for any projects requiring longer than the original plan. Approved projects should be substantially completed within 60 days of project start. Projects requiring longer than 60 days should be documented in the application.

Photos of the completed project shall be uploaded to the PCVA Homeowner Portal via the ARC Request link (See [Section 5.4](#)) within 30 days of completion in order to close the DRR in the Portal.

5.6 DISPUTE RESOLUTION

The Community Guidelines have been designed to minimize disputes between neighbors concerning the subject matters contained herein and in the Declaration CC&R. However, when disputes arise, it is the intent of the PCVA to encourage the amicable resolution of disputes and to avoid the emotional and financial costs of litigation whenever possible. Accordingly, the PCVA and each homeowner agrees that it shall attempt to resolve all claims, grievances or disputes arising out of or relating to the interpretation, application, or enforcement of the governing documents.

Refer to **Section 15.4** of the Declaration CC&Rs.

6 Appendix A - Plant Materials Palette (also see Section 4.13 – Landscaping)

6.1 DECIDUOUS TREES

Common Name	Botanical Name	Water Requirement	Maintenance Requirement	Remarks	Street Tree
Norway Maple	Acer platanoides - (3)	Medium	Low	Good Fall Color (yellow)	Yes
Red Maple	Acer rubrum	Medium	Low	Good Fall Color (yellow to red)	Yes
Wier's Cutleaf Maple	Acer saccharum 'Wier'	Medium	High	Very susceptible to snow storm	No
Sugar Maple	Acer saccharum	High	Low		Yes
Ohio Buckeye	Aesculus glabra	Medium	Low	Poisonous seeds, good fall color	Yes
Native Riverbirch	Betula fontinalis	High	Low		No
Western Catalpa	Catapa speciosa	Medium	Medium	Fruits can be messy	No
Western Hackberry	Celtis occidentalis	Medium	Low		Yes
Kentucky Coffee	Gymnocladus dioica	Low	Low/Medium	Good fall color (yellow)	Yes
Honey locust	Gleditsia triacanthos inermis (3)	Medium	Low		Yes
Lanceleaf Cottonwood	Populus acuminata (1)	Medium	High	Best used in parks, open spaces	No
Narrowleaf Cottonwood	Populus angustifolia (1)	Medium	High	Best used in parks, open spaces	No
Siouxland Cottonwood	Populus deltoides (1)	Medium	High	Best used in parks, open spaces	No
Plains Cottonwood	Populus sargentii (1)	Medium	High	Best used in parks, open spaces	No
Bur Oak	Quercus macrocarpa	Medium	Low		Yes
Pin Oak	Quercus palustris	Medium	Low	Good fall color (bronze to red)	Yes
English Oak	Quercus robur	Medium	Low	Good fall color	Yes
Northern Red Oak	Quercus rubra borealis	Medium	Low		Yes
Peachleaf Willow	Salix amugdaloides (1)	High	High	Best used in parks, open spaces	No
Weeping Willow	Salix elegantissima (1)	High	High	Best used in parks, open spaces	No
Niobe Weeping Willow	Salix x blanda 'Niobe' (1)	High	High	Best used in parks, open spaces	No
American Linden	Tilia americana	Medium	Low		Yes
Little Leaf Linden	Tilia cordata	Medium	Low		Yes
Redmond Linden	Tilia euchlora 'Redmond'	Medium	Low		Yes

6.2 ORNAMENTAL TREES

Common Name	Botanical Name	Water Requirements	Maintenance Requirements	Remarks
Amur Maple	Acer ginnala	Medium	Low	Good fall color (orange to red)
Shadblow Serviceberry	Amelanchier canadensis	Medium	Low	Nice fall color (yellow to red)
Eastern Redbud	Cercis canadensis	Medium to High	Low	Showy Flowers
Cornelian Dogwood	Cornus mas	Medium	Low	Showy Flowers
Thornless Cockspur	Crataegus crus-galii inermis	Low	Low	Thornless, good fall color Hawthorn (orange to red)
Cockspur Hawthorn	Crataegus crus-galii	Low	Low	Thorns, good fall color (orange to red)
Downy Hawthorn	Crataegus moliis	Low	Low	
Washington Hawthorn	Crataegus phaenopyrum	Medium	Low	Good fall color (red)
Golden Raintree	Koelreuteria paniculata	Medium	Low	Showy Flowers

6.3 EVERGREEN TREES

Common Name	Botanical Name	Water Requirements	Maintenance Requirements
White Fir	Abies concolor	Medium to High	Low
Oneseed Juniper	Juniperus monosperma	Low	Low
Rocky Mountain Juniper	Juniperus scopulorum 'Var.'	Low to Medium	Low
Red Cedar	Juniperus virginiana 'Varieties'	Medium	Low
Black Hills Spruce	Picea gaucha densata	Medium to High	Low
Colorado Blue Spruce	Picea pungens 'Glauca'	Medium to High	Low
Colorado Green Spruce	Picea pungens	Medium	Low
Bristlecone Pine	Pinus aristata	Low to Medium	Low
Pinon Pine	Pinus edulis	Low to Medium	Low
Limber Pine	Pinus flexilis	Low to Medium	Low
Swiss Mountain Pine	Pinus mugo	Low to Medium	Low
Austrian Pine	Pinus nigra	Low to Medium	Low
Ponderosa Pine	Pinus ponderosa	Low	Low
Southwestern White Pine	Pinus strobusiformis	Low to Medium	Low
Scotch Pine	Pinus sylvestris	Low to Medium	Low
Douglas Fir	Pseudotsuga menziesii 'Taxifolia'	Medium	Low

6.4 EVERGREEN SHRUBS

Common Name	Botanical Name	Water Requirements	Maintenance Requirements	Remarks
Euonymus	Euonymus forunei	Medium	Medium	
Euonymus Manhattan	Euonymus kiautschovicus 'Manhattan'	Medium	Medium	
Juniper	Juniperus sp. (3)	Low to Medium	Low	
Oregon Grape Holly	Mahonia aquifolium	Medium	Medium	Nice fall colors (red to purple).
Holly Pyracantha	Pyracantha angustifolia	Medium	Medium	Nice fall/w inter colors (red to purple).
Firethorn	Pyracantha coccinea (3)	Medium	Medium	
Yew	Taxus x media 'Hicksii'	Low to Medium	Low	

6.5 DECIDUOUS SHRUBS

Common Name	Botanical Name	Water Requirements	Maintenance Requirements	Remarks
Thin Leaf Alder	<i>Alnus tenuifolia</i>	Medium	Low	Nice fall color (yellow)
Serviceberry	<i>Amelanchier alnifolia</i>	Low	Low	Nice fall color
Chokeberry	<i>Aronia melanocarpa</i>	High	Medium	Suckers, good fall color (red)
Sagebrush	<i>Artemisia</i> (3)	Low	Low	
Four Wing Saltbush	<i>Artiplex canescens</i>	Low	Medium	
Korean Barberry	<i>Berberis koreana</i>	Medium	Medium	Thorns
Mentor Barberry	<i>Berberis mentorensis</i>	Medium	Medium	Thorns, good fall color (yellow to red)
Redleaf Japanese Barberry	<i>Berberis thunbergii atropurpurea</i>	Medium	Medium	Thorns
Green Japanese Barberry	<i>Berberis thunbergii</i>	Medium	Medium	Thorns
Blue Mist Spirea	<i>Caryopteris x clandonensis</i>	Low	Low	
Curleaf Mountain Mahogany	<i>Cercocarpus</i>	Low	Medium	
Mountain Mahogany	<i>Cercocarpus montanus</i>	Low	Medium	
Quince	<i>Chaenomeles</i> spp.	Medium	Medium	Show y flowers
Rabbit Brush	<i>Chrysothamnus nauseosus</i>	Low	Medium	
Variegated Dogwood	<i>Cornus alba bariegata</i>	Medium to High	Medium	
Colorado Redosier Dogwood	<i>Cornus sericea coloradense</i> (3)	Medium to High	Medium	Colored tw igs provide nice winter color.
Yellow tw ig Dogwood	<i>Cornus sericea flaviramea</i> (3)	Medium to High	Medium	Colored tw igs provide nice winter color.
Kelsey Dwarf Dogwood	<i>Cornus sericea kelseyi</i>	Medium	Medium	
Redtw ig Dogwood	<i>Cornus stolonifera</i>	Medium to High	Medium	Colored tw igs provide nice winter color.
Cranberry Cotoneaster	<i>Cotoneaster apiculata</i>	Medium	Medium	
Spreading Cotoneaster	<i>Cotoneaster divaricata</i>	Medium	Medium	
Rock Cotoneaster	<i>Cotoneaster horizontalis</i>	Medium	Medium	
Silverberry	<i>Eleagnus commutata</i>	Medium	Medium	
Burning Bush	<i>Euonymus alata</i> (3)	Medium	Medium	Nice fall color (red).
New Mexico Privet	<i>Forestiera neomexicana</i>	Medium	Medium	
Forsythia	<i>Forsythia intermedia</i>	Medium	Medium	Show y flowers.
Honeysuckle	<i>Lonicera</i> (3)	Medium	Medium	
Mockorange	<i>Philadelphus</i> (3)	Medium	Medium	
Mountain Ninebark	<i>Physocarpus monogynus</i>	Low to Medium	Medium	
Pointentilla	<i>Pontentilla fruticosa</i> varieties (3)	Medium	Medium	Show y flowers.
Sandcherry	<i>Prunus besseyi</i>	Medium	Medium	
Cistena Plum	<i>Prunus cistena</i>	Medium	Medium	
Native Chokecherry	<i>Prunus virginiana melanocarpa</i>	Low to Medium	Medium	
Scrub Oak	<i>Quercus gambelii</i>	Low	Low	

Common Name	Botanical Name	Water Requirements	Maintenance Requirements	Remarks
Tallhedge Buckthorn	Thamnus frangula columnaris	Medium	Medium	
Smooth Sumac	Rhus glabra	Low	Medium	Nice fall color (orange to red).
Threelaf Sumac	Rhus tribata	Low	Medium	Nice fall color (orange to red).
Staghorn Sumac	Rhus typhina	Low	Medium	
Alpine Currant	Ribes alpinum	Low to Medium	Medium	
Golden Currant	Ribes aureum	Low to Medium	Medium	
Rose	Rosa (3)	Low to Medium	Medium	
Coyote Willow	Salix exigua	Medium to High	Medium to High	Best for moist areas.
Bluestern Willow	Salix irrorata	Medium to High	Medium to High	
Dwarf Willow	Salix purpurea nana	Medium to High	Medium to High	
Artic Willow	Salix purpurea	Medium to High	Medium to High	
Elder	Sambucus canadensis	Medium to High	Medium	
Buffalo Berry	Shepherdia argentea	Low	Medium	
Spirea	Spiraea varieties (3)	Medium	Medium	
Snowberry	Symphoricarpos albus	Medium	Medium	
Lilac	Syringa varieties (3)	Medium	Medium	
Viburnum	Viburnum varieties (3)	Low to Medium	Medium	Nice fall colors (varies).
Privet	Vulgare (3)	Medium	Medium	

6.6 PERENNIALS, GROUND COVERS AND ORNAMENTAL GRASSES

Due to the large quantity, variety and changing availability of these plants, please consult your local nursery (preferably a C.N.A. member). Height, color, texture, moisture, light requirement and heartiness need to be considered when specifying these plants.

Perennial plants are not recommended to be planted within 10 feet of any foundation, curb, road, walkway or other site structure that may be damaged by their vigorous, shallow root system. Additional City of Colorado Springs restrictions may apply.

Future size of all evergreen trees must be considered when determining location for planting. They are not recommended within 8 feet of any roadway, walkway or entrance, where their mature size may obstruct passage or view. Evergreen trees shall not be placed within roadway site triangles. Evergreens trees should not be located where their shadow may cause icing on paved surfaces.

These plants have numerous species, varieties and/or cultivars. Consult a local nursery for current availability and proper selection.

6.7 XERISCAPE PLANTING

As a way to encourage the use of plants that do well in our region with limited water, the Garden Centers of Colorado have developed a three level "X-rated" system as shown below.

X = thrives in slightly dry conditions with moderate water

XX = thrives in dry conditions with low water

XXX = thrives in dry conditions with very little water

6.7.1 PERENNIALS

Botanical Name	Common Name	X-Rated System
Achillea spp.	Yarrow	XXX
Aquilegia spp.	Columbine	XX
Arctostaphylos uva-ursi	Kinnikinnick	XXX

Botanical Name	Common Name	X-Rated System
<i>Artemisia schmidtiana</i>	Silver Mound	XXX
<i>Aster novae-angliae</i>	Aster, New England	XX
<i>Cerastium tomentosum</i>	Snow-in-Summer	XX
<i>Coreopsis lanceolata</i>	Coreopsis	X
<i>Delosperma nubigenum</i>	Yellow Ice Plant	XX
<i>Dianthus barbatus</i>	Sweet William	XX
<i>Echinacea purpurea</i>	Purple Coneflower	XX
<i>Euphorbia epithymoides</i>	Cushion Spurge	XX
<i>Gypsophila paniculata</i>	Baby's Breath	XXX
<i>Hemerocallis</i> spp.	Daylily	XX
<i>Iberis sempervirens</i>	Candytuft	X
<i>Lavandula angustifolia</i>	Lavender	XX
<i>Leucanthemum x superbum</i>	Shasta Daisy	XX
<i>Lonicera japonica</i> 'Hailliana' Hall's	Hall's Japanese Honeysuckle	XX
<i>Lupinus polyphyllus</i>	Lupine	X
<i>Phlox subulata</i>	Creeping Phlox	XX
<i>Rudbeckia hirta</i>	Black-eyed Susan	XX
<i>Sedum</i> spp.	Sedum, Stonecrop	XXX
<i>Sempervivum</i> spp.	Hen and Chicks	XXX
<i>Thymus pseudolanuginosus</i>	Wooly Thyme	XX
<i>Veronica prostrata</i>	Prostrate Speedwell	X
<i>Vinca minor</i>	Periwinkle	X

6.7.2 SHRUBS

Botanical Name	Common Name	X-Rated System
<i>Amorpha canescens</i>	Leadplant	XXX
<i>Artemisia</i> spp.	Sage	XXX
<i>Berberis thunbergii</i>	Barberry	X
<i>Caragana</i> spp.	Peashrub	XXX
<i>Cercocarpus</i> spp.	Mountain Mahogany	XXX
<i>Chamaebatiaria millifolium</i>	Fernbush	XXX
<i>Chrysothamnus nauseosus</i> blue	Rabbitbrush	XXX
<i>Cotoneaster</i> spp.	Cotoneaster	XXX
<i>Cytisus</i> spp.	Broom	XXX
<i>Fallugia paradoxa</i>	Apache Plume	XXX
<i>Juniperus</i> spp.	Juniper	XXX
<i>Pinus mugo</i>	Mugo Pine	X to XXX
<i>Potentilla fruticosa</i>	Cinquefoil, Potentilla	XXX
<i>Prunus besseyi</i>	Sand Cherry	X
<i>Rhus</i> spp.	Sumac	XXX
<i>Yucca glauca</i>	Yucca	XXX

6.7.3 TREES

Botanical Name	Common Name	X-Rated System
<i>Celtis occidentalis</i>	Common Hackberry	XXX
<i>Crataegus</i> spp.	Hawthorns	XXX
<i>Gleditsia triacanthos inermis</i>	Thornless Honeylocust	XX
<i>Gymnocladus dioica</i>	Kentucky Coffeetree	XXX
<i>Juniperus</i> spp.	Junipers, Upright	XX
<i>Pinus aristata</i>	Bristlecone Pine	X
<i>Pinus edulis</i>	Pinyon Pine	XX
<i>Pinus ponderosa</i>	Ponderosa Pine	XX to XXX
<i>Quercus gambelii</i>	Gamble/Scrub Oak	XXX
<i>Quercus macrocarpa</i>	Burr Oak	XXX

It is not recommended that these plants be planted within 10 feet of any foundation, curb, road, walkway or other site structure that may be damaged by their vigorous/shallow root system. Additional City of Colorado Springs restrictions may apply.

Evergreen trees are not recommended next to roadways, sidewalks or entrances where their mature size may obstruct passage or view. Evergreen trees may not be placed within roadway site triangles. Evergreen trees shall not be located where their shadow may cause icing on paved surfaces.

These plants have numerous species, varieties and/or cultivars. Consult a local nursery for current availability and proper selection.

7 APPENDIX B - LANDSCAPE TERMINOLOGY

Establishment Permit	A permit granted by the City of Colorado Springs for a newly installed landscape. The permit allows a homeowner a temporary variance from current watering restriction schedules.
Fascia	Part of the trim of the home
Front Yard	The landscape area generally from the front corners of the home to back of sidewalk and laterally to side property lines (excluding the parkway).
Irrigation System	<p>A watering system designed to transport and distribute water to the landscape.</p> <p>Types:</p> <ul style="list-style-type: none">• Pop Up or Rotor Head Irrigation System: an overhead spray system utilizing spray heads (shorter distances), or rotor heads (long distances).• Drip System: an above ground, separate low pressure, low water use irrigation zone to irrigate plants.• Subterranean Irrigation System: an underground drip system to properly irrigate sod.
Landscape	The designed layout of plants, sod, paving and other elements on a property.
Landscape Area	The area outside of the home footprint, not covered with concrete.
Landscape Plan	A scaled diagrammatic drawing showing the placement and relationship of plants, sod, paving, and other elements.
Modified Landscape	Any change (or renovation) to an existing landscape.
Mulch	Rock, wood, or other ground cover material.
Native Seed	Blend of seed that requires less maintenance than common bluegrass and tends to go dormant with drought and high temperatures.
Net Lot Area	Total lot square footage minus the house footprint.
Parkway	<p>(cross reference Sidewalk definition)</p> <p><u>With Detached Sidewalk</u> The area between the street curb and sidewalk.</p> <p><u>With Attached Sidewalk</u> See Street Tree Planting Zone definition.</p>
Paved Area	An area covered with concrete.
Positive Drainage	A minor slope (minimum of 2%) away from an area or structure.
Rear Yard	The area from the rear corners of the home to the side and rear property lines.
Side Yard	The area on the side of the house, between the “front yard” and “rear yard”.

Sidewalk	<u>Attached Sidewalk</u> A sidewalk that is connected to the street curb.
	<u>Detached Sidewalk</u> A sidewalk that is not connected to the street curb.
Soil Amendment	Organic materials introduced into the existing soil that assist in water retention, plant nutrition, air circulation and overall soil improvement.
Street Tree Planting Zone	An area within the front yard that is measured 4-7 feet from the back edge of the sidewalk in which street trees are to be located. See Sidewalks definition.
Turf	<u>Common Bluegrass or (Equivalent)</u> High water use grass (typically in sod form).
	<u>Native Seed Mixture</u> Low water use grass (in sod or seed form).
Turf Establishment Period	Two to four week period when newly laid sod, or newly applied seed, requires more water to establish roots into the amended soil (See Establishment Permit definition).

8 APPENDIX C – DESIGN REVIEW REQUEST

This form is available on www.PCVA.org or on the PCVA Homeowner Portal at https://portal.ehammersmith.com/Home_v2/Login



GOLF COURSE LIVING, CLOSE TO EVERYTHING

Design Review Request

Name: _____ Home Phone: _____
Address: _____ Work Phone: _____
City/State/Zip: _____
Pine Creek Village Neighborhood: _____
Email: _____

My request involves the following type of improvement:

- | | | | |
|---------------------------------------|--------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> Painting | <input type="checkbox"/> Deck/Patio | <input type="checkbox"/> Roofing | <input type="checkbox"/> Driveway/Walk Addition |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Patio Cover | <input type="checkbox"/> Storm Door | <input type="checkbox"/> Recreational Equipment |
| <input type="checkbox"/> Fencing | <input type="checkbox"/> Windows | <input type="checkbox"/> Shed | <input type="checkbox"/> Solar Panels |
| <input type="checkbox"/> Other: _____ | | | |

Describe improvements (attach additional documentation as needed):

Planned Completion date: _____

I understand that I must receive approval of the Association in order to proceed. I understand that Association approval does not constitute approval of the local building department and that I may be required to obtain a building permit. I understand that my improvements must be completed per specifications or approval is withdrawn. I agree to complete improvements promptly after receiving approval. I understand that if I live in any of the following neighborhoods: Carriages, La Bellezza, Reverie, Sage Hill Greens, or Wildflower, that my project is subject to additional approval by the neighborhood representative and/or neighborhood committee. I understand any costs related to my modification are my responsibility.

Date: _____ Homeowner's Signature: _____

Design Review Request Checklist

To better assist the Committee in their decisions and to prevent any delays in decisions, please be sure to include the following information with your submittals.

DECK REQUESTS:

- ☐ Photo of the existing deck/back of home
- ☐ Dimensions & drawings of proposed deck
- ☐ Color of:
Decking: _____; Railing: _____; Fascia: _____
Support Posts: _____; Railing posts: _____
Sides of Steps (if applicable): _____
- ☐ Size of support posts/columns: _____

LANDSCAPE REQUESTS:

- ☐ Photo of area to be modified
- ☐ Drawing with new plant locations
- ☐ Plant list with type & # of each plant
- ☐ Rock size & color: _____
- ☐ Mulch type & color: _____

EXTERIOR PAINTING REQUESTS

- ☐ Photo of home (and if possible, photos of neighboring homes)
- ☐ Place a 4' by 4' sample board outside the home with each color labeled ("trim," "door," "body," etc.)
- ☐ Paint Colors: Body: _____ Trim: _____

Door: _____ Pop-Outs: _____ Garage Door: _____

ROOF REQUESTS

- ☐ Brochure sample of roof color & material
- ☐ Photo of home with existing roof

EXTERIOR BUILDINGS (SHEDS, ETC)

- ☐ Color of roof & sides: _____
- ☐ Proposed location of structure
- ☐ Size & height of structure: _____
- ☐ Photo of proposed location of structure
- ☐ Photo of home

9 APPENDIX D – COMMUNICATIONS EQUIPMENT REGISTRATION FORM

This form is available on www.PCVA.org or on the PCVA Homeowner Portal at https://portal.ehammersmith.com/Home_v2/Login



GOLF COURSE LIVING, CLOSE TO EVERYTHING

Communications Equipment Registration Form

Owner's Name: _____

Property Address: _____

Phone Number: _____ Email Address: _____

Type of Equipment (Satellite Dish, Antenna, Internet Equipment, etc.)

Size: _____ **Color:** _____

(Please attach a flier showing the unit or provide a sketch on the reverse of this form.)

Please describe the proposed location for the placement of the equipment.

How will the unit be mounted? (i.e. bolted to the siding, attached to eave, mounted on a support post)

Have you reviewed Section 2.8 of the Community Guidelines for Communication/Satellite Equipment placement? ☐ Yes ☐ No

Does your proposal meet the intent of the Guidelines regarding minimal visual impact?

Please explain how the location of the equipment has minimal visual impact.

Owner's Signature: _____ **Date:** _____

Hammersmith Management, Inc
1155 Kelly Johnson Blvd Suite 495
Colorado Springs, CO 80920
Fax: 719-328 0756

For Office Use Only:

Date Received: _____ Approved: _____ Requires Modification: _____

10 APPENDIX E – NEIGHBORHOOD ADDENDUMS

10.1 GLEN ARBOR

Addendum to the Community Guidelines:

The following requirements apply to all lots within Filing No. 5, also known as Glen Arbor at Pine Creek:

10.1.1 ADDENDUM TO SECTION 4.10

Accessory structure such as a garden shed, utility shed, greenhouse or garage that are detached from the main structure are prohibited. The size of an attached structure, if approved, shall be determined on a case by case basis depending on the visual impact to the golf course, common area or village roadway but shall not exceed 120 square feet. The Modifications Committee reserves the right to impose additional use restrictions to ensure the upgrade appearance of rear yards.

10.1.2 ADDENDUM TO SECTION 4.12

Play structure and sports equipment placement in rear yards adjacent to the golf course, village roadway and common areas may be further restricted by the Modifications Committee to maintain an upgrade appearance.

10.1.3 ADDENDUM TO SECTION 4.5

All fencing constructed in Glen Arbor must match the open view fencing installed along the perimeter of the Pine Creek Golf Course. No wire mesh or other material may be used in addition to the steel fence material. This has been allowed. The color of the fencing shall be green (Sherwin Williams N8-809) to match the golf course perimeter fencing and minimize the visual impact of the fence by blending it into the landscape.

10.1.4 ADDENDUM TO SECTION 4.16

Residential yard lights shall be placed approximately 4' behind the sidewalk on the front door side of the driveway. All yard lamps installed in Glen Arbor shall be Sherwin Williams SW6258 Tricorn Black.

10.2 PALISADES

Addendum to the Community Guidelines:

The following requirements apply to all lots within Filing No. 26, also known as Palisades:

10.2.1 ADDENDUM TO SECTION 4.10

Accessory structure such as a garden shed, utility shed, greenhouse or garage that are detached from the main structure are prohibited. The size of an attached structure, if approved, shall be determined on a case-by-case basis depending on the visual impact to the golf course, common area or village roadway but shall not exceed 120 square feet. The Modifications Committee reserves the right to impose additional use restrictions to ensure the upgrade appearance of rear yards.

10.2.2 ADDENDUM TO SECTION 4.12

Play structure and sports equipment placement in rear yards adjacent to the golf course, village roadway and common areas may be further restricted by the Modifications Committee to maintain an upgrade appearance.

10.2.3 ADDENDUM TO SECTION 4.16

Residential yard lights shall be placed approximately 4' behind the sidewalk on the front door side of the driveway. All yard lamps installed in Palisades shall be Sherwin Williams SW6258 Tricorn Black.

10.3 REVERIE

Addendum to the Community Guidelines:

The following requirements apply to all lots within Filing No. 27, also known as Reverie:

10.3.1 ADDENDUM TO SECTION 4.13.14

The owner accepts full responsibility for cost of moving any part of the irrigation system.

The owner must use a professional sprinkler company when making any changes to the irrigation system on their property.

10.3.2 ADDENDUM TO SECTION 4.15

Owners may upon approval by the Modification Committee (MC) install rear yard fencing for purpose of private outdoor living area based on the following criteria:

- Fencing shall be open view fencing to match the fence installed along the perimeter of the Pine Creek Golf Course. See paragraph 4.15.2 for fence specifications.
- The fenced area shall be limited to the rear yard and shall not extend beyond the widest part of the home and can extend to the stucco fence. The maximum height of the fence shall be 4 feet.
- The fence shall be painted Olympic Pine; Pine Creek Green (Sherwin Williams N8-809) (refer to Section 4.15.3 for the color details).
- The owner accepts full responsibility for maintaining all landscaped interior to the fenced area.
- The owner accepts full responsibility for maintenance of the fence, including periodic repainting of the fence, keeping it good condition so as not to detract from the appearance of the property.

10.3.3 ADDENDUM TO SECTION 4.16:

Residential yard lights shall be placed approximately 4' behind the sidewalk on the front door side of the driveway. All yard lights installed in Reverie shall be Sherwin Williams SW6258 Tricorn Black.

10.4 SAGE HILL GREENS

Addendum to the Community Guidelines:

The following requirements apply to all lots within Filing No. 9, also known as Sage Hill Greens:

10.4.1 ADDENDUM TO SECTION 4.10:

Accessory structures such as a garden shed, utility shed, greenhouse or garage that are detached from the main structure are prohibited. The size of an attached structure, if approved, shall not exceed 120 square feet. The Modifications Committee reserves the right to impose additional use restrictions to ensure the upgrade appearance of rear yards.

10.4.2 ADDENDUM TO SECTION 4.12:

Play structure and sports equipment placement in rear yards adjacent to the golf course, village roadway and common areas.

10.4.3 ADDENDUM TO SECTION 4.15:

Owners may, upon approval by the Modifications Committee (MC), install rear yard fencing for the purpose of private outdoor living area based on the following criteria:

- Fencing shall be open view fencing to match the fence installed along the perimeter of the Pine Creek Golf Course. No wire mesh or other material may be used in addition to the steel fence material. (Fence specifications are available from the MC or Management office). The fenced area shall be limited to the rear yard and shall not extend beyond the widest part of the home. The fenced area shall not extend more than 12 feet beyond the rear of the home, nor shall it exceed 500 square feet in total fenced area. The maximum height of fencing shall be 4 feet.
- The fence shall be painted Olympic Pine; Pine Creek Green (Sherwin Williams N8-809) (refer to Section 4.15.3 for the color details).
- It is strongly encouraged that the boundaries of the fenced area include only that in which a patio is installed or a patio with planting bed(s) installed and maintained by the owner, avoiding the enclosure of landscape maintained by the Association. The Owner accepts full responsibility for maintaining all landscape interior to the fence area. The MC reserves the right to deny approval if the fenced area incorporates a sodded area of the landscape due to potential difficulties in servicing the maintenance needs of the landscape and/or the irrigation system due to fence restrictions.

Dog Run: Owners may submit a plan for MC approval for a dog run in accordance with the guidelines set forth in the Community Guidelines; however, it is to be understood that the Owner takes full responsibility of maintaining the area inside the dog run.

10.4.4 ADDENDUM TO SECTION 4.16:

Residential yard lights shall be placed approximately 4' behind the sidewalk on the front door side of the driveway. All yard lamps installed in Sage Hill Green shall be Sherwin Williams SW6258 Tricorn Black.

10.5 STONEGLEN

Addendum to the Community Guidelines:

The following requirements apply to all lots within Filing No. 24, also known as Stoneglen:

10.5.1 ADDENDUM TO SECTION 4.10

Accessory structure such as a garden shed, utility shed, greenhouse or garage that are detached from the main structure are prohibited. The size of an attached structure, if approved, shall be determined on a case-by-case basis depending on the visual impact to the golf course, common area or village roadway but shall not exceed 120 square feet. The Modifications Committee reserves the right to impose additional use restrictions to ensure the upgrade appearance of rear yards.

10.5.2 ADDENDUM TO SECTION 4.12

Play structure and sports equipment placement in rear yards adjacent to the golf course, village roadway and common areas may be further restricted by the Modifications Committee to maintain an upgrade appearance.

10.5.3 ADDENDUM TO SECTION 4.15:

Rear yard lot fencing shall be permitted in Sage Hill based on the following criteria:

- Lot fencing shall be open view fencing to match the fence installed along the perimeter of the Pine Creek Golf Course. No wire mesh or other material may be used in addition to the steel fence material.
- The fence shall be painted Olympic Pine; Pine Creek Green (Sherwin Williams N8-809) (refer to Section 4.15.3 for the color details).
- Privacy screening for the purpose of screening an outdoor privacy area such as a hot tub or patio area may be approved based on the following criteria:
- Privacy screening shall be located in the rear yard only and shall be attached to the home. The design shall be integral with the overall architecture of the home.
- Materials used must complement the exterior materials of the home. Wood material, if used, must incorporate a trim element and a cap; no "dog-eared" fencing will be permitted for this use. All wood elements must be painted or stained to match the portion of the home to which the screen is adjacent. Stucco, if used, must match the color used for the body of the home.
- A privacy-screened area shall be limited to 400 square feet and shall not extend beyond the widest part of the home.
- The Modifications Committee reserves the right to require additional landscape planting adjacent to privacy screening to blend the structure into the rear yard landscape and minimize its visibility.

10.5.4 ADDENDUM TO SECTION 4.16

Residential yard lights shall be placed approximately 4' behind the sidewalk on the front door side of the driveway. All yard lights installed in Stoneglen shall be Sherwin Williams SW6258 Tricorn Black.

10.6 SYCAMORE GLEN

Addendum to the Community Guidelines:

The following requirements apply to all lots within Filing No. 17, also known as Sycamore Glen:

10.6.1 ADDENDUM TO SECTION 4.10

Accessory structure such as a garden shed, utility shed, greenhouse or garage that are detached from the main structure are prohibited. The size of an attached structure, if approved, shall be determined on a case by case basis depending on the visual impact to the golf course, common area or village roadway but shall not exceed 120 square feet. The Modifications Committee reserves the right to impose additional use restrictions to ensure the upgrade appearance of rear yards.

10.6.2 ADDENDUM TO SECTION 4.12

Play structure and sports equipment placement in rear yards adjacent to the golf course, village roadway and common areas may be further restricted by the Modifications Committee to maintain an upgrade appearance.

10.6.3 ADDENDUM TO SECTION 4.15

Rear yard lot fencing shall be permitted in Sage Hill based on the following criteria:

- Lot fencing shall be open view fencing to match the fence installed along the perimeter of the Pine Creek Golf Course. No wire mesh or other material may be used in addition to the steel fence material.
- The fence shall be painted Olympic Pine; Pine Creek Green (Sherwin Williams N8-809) (refer to Section 4.15.3 for the color details).
- Privacy screening for the purpose of screening an outdoor privacy area such as a hot tub or patio area may be approved based on the following criteria:
- Privacy screening shall be located in the rear yard only and shall be attached to the home. The design shall be integral with the overall architecture of the home.
- Materials used must complement the exterior materials of the home. Wood material, if used, must incorporate a trim element and a cap; no “dog-eared” fencing will be permitted for this use. All wood elements must be painted or stained to match the portion of the home to which the screen is adjacent. Stucco, if used, must match the color used for the body of the home.
- A privacy-screened area shall be limited to 400 square feet and shall not extend beyond the widest part of the home.
- The Modifications Committee reserves the right to require additional landscape planting adjacent to privacy screening to blend the structure into the rear yard landscape and minimize its visibility.

10.6.4 ADDENDUM TO SECTION 4.16 LIGHTING

Residential yard lights shall be placed approximately 4’ behind the sidewalk on the front door side of the driveway. All yard lights installed in Sycamore Glen shall be Sherwin Williams SW6258 Tricorn Black.

10.7 WILLOW GLEN

Addendum to Community Guidelines:

The following requirements apply to all lots within Filing No. 3, also known as Willow Glen:

10.7.1 ADDENDUM TO SECTION 4.15

Interior lot fencing shall be permitted based on the following criteria:

- Fencing shall generally be located in the rear yard, minimizing the visibility of the fenced area to the front of the home. The fence area shall be attached to the home and shall not be permitted along property lines.
- All fencing shall be open view fencing to match the fence installed along the perimeter of the Pine Creek Golf Course. No wire mesh or other material may be used in addition to the steel fence material.
- The fence shall be painted Olympic Pine; Pine Creek Green (Sherwin Williams N8-809) (refer to Section 4.15.3 for the color details).
- The maximum height of the interior yard fencing shall be 4’ and shall not be placed closer than 5’ to a side property line or 15’ to the rear property line. Fencing installed on corner lots shall not be placed closer to the street than the home.

- The proposed enclosed area shall not exceed 600 square feet unless extenuating lot circumstances exist which would permit a larger enclosed area that does not overwhelm or otherwise unreasonably encroach upon the adjacent property(s) in the sole opinion of the Modifications Committee.
- The Modifications Committee reserves the right to require additional landscape on the exterior of the view fence to minimize the visual impact.