



Mountain Architecture ♦ Design Group, P.C.

FINAL DESIGN – TECHNICAL REVIEW CHECKLIST

I. SUBMITTAL REQUIREMENTS

Submitted

- Topographic Survey - prepared by a licensed surveyor showing site contours at 2' intervals, easements, and significant natural features such as rock outcroppings, drainages, and mature stands of trees (Scale: minimum of 1"=20')
- Site Plan – showing the entire property, Building Envelope, easements, building footprint of the residence and all other improvements, finished floor elevations, existing and proposed contours, utility locations and connections, site drainage, retaining walls, driveway and grades, parking areas, snow storage areas, walkways, patios, terraces, protected terrain features and vegetation and those to be removed. (Scale: minimum of 1" = 20')
- Re-staking (+/- one foot) of any changes to staking required at Preliminary Design Submittal.
- Foundation Plan – showing finished floor elevations (Scale: Minimum of 1/8" = 1'0")
- Floor Plans - showing the layout of all rooms, size/function, doors and windows, mechanical and electrical rooms, finished floor elevations and total square footage of each floor level (Scale: minimum of 1/4" = 1'0")
- Roof Plan - indicating roofing materials, roof pitch, overhangs, gutter and downspout locations, penetrations and projections above the roof, such as exhaust vents and chimneys (Scale: Minimum of 1/8" = 1'0")
- Exterior Elevations - showing all elevations, fenestration, plate heights, roof pitch, materials and colors, textures and finishes, architectural details, shadow patterns and existing and finished grade (Scale: Minimum of 1/8" = 1'0") Submit DWF e-file
- Building Sections - showing walls, floors and roof, existing and finished grade, decks and patios and other pertinent information to demonstrate the relationship between the exterior and interior of the residence (Scale: 1/4" = 1'0")
- Perspective Sketches - architectural rendering(s) from pedestrian level representing the primary public exposure of the building, building form and mass; fenestration; exterior materials, colors, textures and shadows, exterior character and detailing, and surrounding vegetation and landscape features.
- Model – a computer or physical model indicating the building's three-dimensional form, scale and massing, and relationship to the site (Scale: minimum of 1/16 = 1'0")
- Details - provide descriptions and drawings in sufficient detail to demonstrate the architectural character of the building, exposed structural connections, material interfaces, etc.
- Exterior Finish - samples indicating type, color and texture of all exterior colors and materials.
- Specifications - written specifications and/or cut sheets for exterior wall materials, windows and exterior doors, exterior trim materials, flashing, gutters and downspouts, fireplace and flue caps, and exterior lighting fixtures, snow/ice systems

- Landscape Plan – comprehensive plan showing all existing site features and plants and those to be removed, a planting plan with proposed plant materials identified by common and botanical names and size; type, location and coverage of irrigation system; the location and size of all other proposed landscape materials such as retaining walls, patios and decks, walkways, walls and fences, and specifications for seeded areas including seed mix, mulch and fertilizer type, and application method and schedule (Scale: 1' = 20' minimum)
- Erosion Control and Revegetation Plan - the means and time schedule for the prevention of soil erosion during and after construction, revegetation of cut and fill slopes, methods of controlling surface water, siltation control devices, vehicular access points, and location of soil storage areas and stabilization measures (Scale: minimum of 1" = 20')
- Construction Management Plan and Construction Schedule - The Construction Management Plan shall identify a "Limits of Disturbance Zone", the area within which all construction activities will be contained, the location of the access drive and parking, temporary structures/trailers, chemical toilet, dumpsters, material lay-down and staging areas, construction signage and mitigation measures for protecting natural features of the lot during construction. The Construction Schedule shall include the start-up and completion dates for construction, utility hook-up, completion of landscaping and anticipated Certificate of Occupancy date.

II. **SITE PLANNING**

Existing terrain, vegetation and climate are all important factors that must be considered in the design of any improvements to a building site. It is expected that the design of each residence will evolve from and be tailored to the unique attributes of each individual building site.

o **Site Work, Grading & Revegetation**

Conforms Does not conform

- Indicate all areas exposed by site grading to be revegetated with a native seed mixture within one growing season.

o **Septic System**

Conforms Does not conform

- A septic system or other approved waste disposal system shall be constructed for each residence in accordance with Routt County regulations. Whenever possible, the entire system, including any leach fields, should be located within the building envelope. However, because of geology, topography and design of various Lots, not all Lots or Building Envelopes will be able to accommodate a septic system on site or within the Building Envelope. Accordingly, the Declaration has provided for a blanket leach field easement over all other Lots and lands within AMR. Locations of all septic systems are subject to AMR Review Board approval.

o **Propane Gas Storage Tanks**

Conforms Does not conform

- All propane tank storage facilities shall be installed underground and shall conform to applicable Routt County Building Department regulations. Tanks shall be located within the building envelope unless site constraints dictate otherwise.

o **Driveways**

Conforms Does not conform



- All driveways shall be constructed of asphalt, chip seal, unit pavers or other hard surface material.
- The invert flowline of the pipe shall be aligned and sloped so that ditch/drainageway storm flows will continue smoothly and unimpeded beneath the driveway crossing.
- The exposed ends of the pipe shall be aesthetically finished with stone headwalls matching the stone applied to the home.

o **Parking, Garages and Snow Storage**

Conforms Does not conform

- Wood panel or wood-faced garage doors with fenestration or an applied panel pattern providing architectural detailing are required.
- Lightweight hollow metal doors are prohibited.
- Garage doors shall be stained or painted in a manner that diminishes their visual impact.
- Garage doors of Mountain Contemporary homes shall be consistent with the architecture and materials of the residence.

o **Exterior Equipment and Satellite Dishes**

Conforms Does not conform

- All outdoor mechanical and electrical equipment such as metering devices, transformers, and air conditioning units shall be concealed from view of adjacent building envelopes.
- Ground and wall mounted utility meters and connections shall be enclosed, incorporated into the design of the home, or screened from view by walls or landscaping.
- Remote meters are allowed if they are contained in an enclosure which is consistent with the architecture of the residence.
- Satellite dishes shall be 24" in diameter or less. In order to reduce their visibility, satellite dishes shall be colored to blend with the site or building.

o **Easements and Utilities**

Conforms Does not conform

- All easements disturbed by construction shall be revegetated with in-kind landscape materials. Any pavement, grading and drainage systems disturbed in easements shall be restored to original configuration with clean joints, proper compaction and in-kind materials.

o **Street Address Monument**

Conforms Does not conform

- Each lot shall be identified by a standard-design address monument to be located at the intersection of the driveway with the road. The location shall be outside the road easement and clearly visible from the road.
- The standard design shall be faced with stone matching that applied to the residence.
- The street number shall also be a standard design and shall be illuminated by low level, downcast lighting.

o **Temporary Signage**



Conforms Does not conform

- The proposed design of temporary construction signs, including size, color, text, materials and location upon the lot shall be submitted to the Review Board for approval prior to installation.

o **Wildlife Mitigation Plan**

Conforms Does not conform

- Natural landscape disturbed by construction activities outside of the designated building envelopes shall be reseeded or replanted with native plant species.
- Enclosed pet runs may be located within the Building Envelope immediately adjacent to the home or other structure and shall not exceed 200 square feet in size.

III. ARCHITECTURAL DESIGN

The following architectural standards have evolved in response to historic, cultural, climatic and aesthetic considerations. It is the intent of these standards to evoke a sympathetic response to the mountain environment and to promote architectural design that is characteristic of the region and compatible with the natural landscape.

o **Roofs**

Conforms Does not conform

- In order to ensure visual coherence throughout the community, all roofs shall make use of materials and colors that integrate the home and other structures with the site and surrounding landscape. Appropriate materials for primary roof forms include cedar shakes, fiberglass reinforced asphalt shingles, and synthetic slate. Similar products such as "Cemwood™3" cedar shakes and non-reflective, low-gloss slate profile such as "Celedon™" are also allowed. Roof materials should be predominantly gray or brown in color and be compatible with the colors of the main residence.
- Flat roofs, when allowed, shall be finished with colored aggregate ballast or cap sheet matching the walls or other roof materials of the residence.
- Copper, terne metal, or corten steel may be used for vents, flues or other rooftop devices or features. When materials other than these are used, rooftop features shall be consolidated and enclosed in a manner consistent with the design of the home and/or painted to blend with the color of the roof.

o **Exterior Walls**

Conforms Does not conform

- Exposed concrete or unfinished foundation walls are prohibited. All unfaced visible surfaces of concrete masonry or concrete foundation walls shall receive a stucco or mortar-wash finish and shall be painted to blend unobtrusively with adjacent materials.
- Other complementary stone may be used in order to accent and add variety to a building. Complementary stone shall comprise no more than 25% of all stone used on the building. Applications of complementary stone include lintels, band courses, and wall caps integrated with the primary stone material.
- Mortar joints shall be well fitted.
- Western red cedar, cedar shingles, redwood, pine, teak, cypress, mahogany or spruce may be used as siding material.



- All siding, with the exception of the approved accent colors for doors and facia boards, shall be stained with transparent or semi-transparent stains in the amber, buff, putty, brown and gray color ranges.
- Timbers and logs shall be stained with a transparent or semi-transparent stain and no "yellowish" stains shall be allowed.

o **Windows and Doors**

Conforms Does not conform

- Window casings shall be wood with natural, stained, painted or clad finish.
- Highly reflective glazing material and reflective sun-screening films are prohibited.
- All metal windows, doors, skylight frames, etc., must be painted, anodized with a matte finish, or pre-finished with a baked or powder coat finish. Raw metal materials shall be treated to present a weathered appearance.

o **Building Mounted Lighting**

Conforms Does not conform

- Floodlighting is strictly prohibited. Vapor lights of any kind, including sodium or mercury vapor, are not allowed.
- Exterior building-mounted light fixtures shall be integrated into the architectural composition of the residence or other structure. Light fixture enclosures shall be constructed to shield or substantially diffuse the light source. All exterior lighting shall be downcast and opaquely shielded. Up-lighting of any kind is prohibited. Catalog sheets or photographs and lamp size specifications of all proposed exterior light fixtures must be submitted with final plans.

o **Chimneys, Flues and Fireplaces**

Conforms Does not conform

- All indoor fireplaces shall use natural gas or propane gas fuel. Similarly, only gas-fired outdoor fireplaces and fire pits are allowed.

o **Building Projections**

Conforms Does not conform

- All projections from a home or other structure including, but not limited to, chimney flues, vents, flashing, louvers, gutters, downspouts, utility boxes, mail boxes, porch railings and exterior stairways shall be complementary in design and color to the surface from which they project or shall be painted or stained an approved color to blend with adjacent materials.
- An exception to this rule shall be made where the intent is architectural detailing and the material itself is an expression of quality, for example, copper flashing and copper gutters and downspouts.

o **Balconies and Decks**

Conforms Does not conform

- The underside of balconies and above grade decks shall be treated by using compatible materials consistent with the building.

o **Water Supply System and Conservation**

Conforms Does not conform



- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | All residences and other structures shall be connected to the community water system and water use shall be metered. Individual wells are prohibited. |
| <input type="checkbox"/> | <input type="checkbox"/> | Only reduced volume fixtures and appliances may be used and, in particular, multi-head and deluge-type shower fixtures are prohibited. |
| <input type="checkbox"/> | <input type="checkbox"/> | All water systems serving an individual residence or other improvement shall comply with the "Alpine Mountain Ranch Water System Design Guidelines and Specifications" which outlines design criteria, materials, service line installation, meters and other specifications. |
| <input type="checkbox"/> | <input type="checkbox"/> | A maximum of 4,000 square feet of irrigated landscaping is permitted. |
| <input type="checkbox"/> | <input type="checkbox"/> | Only turf areas may be irrigated by spray systems. Trees, shrubs and planting beds shall be irrigated by drip systems. |
| <input type="checkbox"/> | <input type="checkbox"/> | All irrigation systems must be controlled by an automatic timer set to optimize watering for various plant species. Irrigation control systems shall be properly maintained and re-set periodically to meet seasonal needs. |

Conforms Does not conform

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | All fees are payable to the Alpine Mountain Metropolitan District. The water tap fee for a primary residence only is estimated to be \$15,000. For a primary residence with a secondary dwelling unit, the water tap fee is estimated to be \$18,000. A per gallon usage charge also applies to both. |
|--------------------------|--------------------------|---|

o **Fire Protection**

Conforms Does not conform

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | All homes shall include a fire suppression sprinkler system. |
|--------------------------|--------------------------|--|

IV. LANDSCAPE DESIGN

The goal of landscape design within the community is to integrate homes and other structures with the site and to establish a common landscape theme. Landscape plans should address the two distinctive areas of a lot: the Building Envelope and the Native Landscape Area. The design goals for each of these areas are different. A wide variety of landscape improvements and materials are permitted within the building envelope, while improvements and plant materials permitted in the native landscape area are limited

o **Landscaping in the Native Landscape Area**

Conforms Does not conform

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Unavoidable disturbance by construction of driveways, utilities and other improvements shall be restored consistent with the native landscape. Restoration shall include revegetation with grasses, ground cover, and the introduction of shrubs and trees. All areas exposed by site grading shall be revegetated with a native seed mixture within one growing season. |
| <input type="checkbox"/> | <input type="checkbox"/> | Landscape materials shall be located in an informal, natural-appearing manner. Planting of trees or shrubs in straight lines or other unnatural patterns is prohibited. |
| <input type="checkbox"/> | <input type="checkbox"/> | Different sizes and types of landscape materials shall be used. |
| <input type="checkbox"/> | <input type="checkbox"/> | Only those plant materials indigenous to Western Colorado that are capable of survival on natural precipitation are permitted in the native landscape area. |
| <input type="checkbox"/> | <input type="checkbox"/> | Landscape in access easements may be allowed but shall be limited to grasses, ground cover and shrubs resistant to snow removal operations. Planting of trees in the access easements is not allowed. |

o **Landscaping within the Building Envelope**

Conforms Does not conform



- Homes on Lots 34 through 38 shall include at least eight (8) coniferous trees located to buffer the view off the homes from US40. Such trees shall be a minimum of six (6) feet tall at the time of planting.
- All formal landscaping shall be located within the building envelope.
- Each home is limited to 4,000 square feet of irrigated landscape.
- The transition between formal landscape areas within the building envelope and the native landscape area shall be accomplished with a defined edge that clearly contains formal landscape improvements or with a natural appearing transition from more formal landscaping to the native area.
- Permanent underground irrigation systems serving an area up to 4,000 square feet in size are permitted within the building envelope. All such systems must be on an automatic timer and manual valves are prohibited. Backflow preventers are required.

o **Weed Control**

Conforms Does not conform

- Each owner of a Lot shall comply with the Colorado Noxious Weed Act and the Routt County Noxious Weed Management Plan to control the growth and spread of weeds to adjoining lands and shall cooperate with the (Alpine Mountain Ranch Association, Inc.) in an overall program of noxious weed control.

o **Plant Materials**

Conforms Does not conform

- Minimum landscape material sizes are 3" caliper for deciduous trees, 8' in height for evergreen trees and 5 gallons for shrubs. Due to the nature of the root systems of Aspen trees, two 1 1/2" caliper Aspens may be substituted for one 3" caliper tree. In addition to materials of these sizes, a limited number of plants smaller than the standards listed above may be used in order to provide a variety of plant materials. However, in all cases the majority of plant materials shall comply with the minimum standards listed above.

o **Retaining Walls, Landscape Walls, and Fences**

Conforms Does not conform

- The design of landscape walls shall be integrated with the design of the residence and walls shall be constructed of stone or stone veneer consistent with stone used on the home. The maximum height of landscape walls shall be 3' (three feet) and shall taper to meet with adjacent grade.
- Any retaining wall height greater than 4 feet shall be stepped and be designed by a licensed civil engineer. The benched area between stepped walls shall be landscaped.

o **Outdoor Living Spaces**

Conforms Does not conform

- Materials used shall be consistent with the main residence for privacy fences and walls used to define courtyards and other outdoor spaces.

o **Landscape Lighting**

Conforms Does not conform



- Up-lighting of the residence and other structures, trees and shrubs is prohibited. Landscape lighting shall be low-intensity, downcast and the light source shall be fully-shielded. Landscape lighting shall not be visible from other Lots. No elevated, free-standing lighting taller than 4' shall be permitted and only those that are down lit, and specifically approved by the Design Review Board.

o **Community Trails**

Conforms Does not conform

- Connecting trails shall not exceed three feet in width and shall be primitive in character.
- Artwork to be displayed outside of a residence shall be located within the Building Envelope and shall be submitted for Review Board approval.
- Artwork of monumental scale is prohibited unless shielded from view from roadways and other residences and approved by the Review Board prior to installation.

ALPINE MOUNTAIN RANCH ASSOCIATION
DESIGN REVIEW BOARD DESIGN RECOMMENDATIONS

- Natural features of the site should be incorporated into the site design. Since re-vegetation is difficult, every reasonable effort should be made to preserve existing vegetation. Privacy and the relationship of improvements to neighbors, roads and common areas should also be considered.
- Ground floor levels should be established at a vertical elevation so that final placement of backfill, walks, driveways, porches and patios will produce positive drainage away from the structures in all directions.
- The retention of mature trees and shrubs is strongly encouraged.
- Whenever possible, the entire septic system, including any leach fields, should be located within the building envelope. However, because of geology and topography of various Lots, not all Lots will be able to accommodate a septic system on site. Accordingly, the Declaration has provided for a blanket leach field easement over all other Lots and lands within AMR.
- Exterior Trim - Architectural details provide the opportunity to showcase the skill of the designer and craftsman while expressing the heritage and artistry of the architectural style and the Colorado setting. Many opportunities can be exploited to enrich building detail. Among these are windows and doors, gates, balconies and railings, deck and patio surfaces, chimneys and dormers, corbels, artwork and lighting. Exterior trim finishes may be transparent, semi-transparent or painted.
- Windows and doors provide relief to exterior walls and, in doing so, introduce human scale. Properly located and detailed, windows and doors also present an opportunity to add interest and individual character to buildings.
- Window and door trim should be selected in concert with other building materials. Colors used on window casings, window trim, and door trim provides an opportunity to add interest and individual expression to a building. Trim colors should be selected to provide an accent element to a building.
- Exterior doors, especially main entry doors, should be designed with great attention to detail in order to create an individual identity for the building. Hardware for exterior doors and windows, including hinges, latches, handles, and pulls should be designed with artistic expression consistent with the design theme of the home and constructed of materials such as wrought iron, bronze or copper.
- Every effort shall be made to screen excessive light glare from neighboring building sites.
- Owners and architects are encouraged to use green building principles in the design of their residence. Green building incorporates environmental considerations into every phase of the home building process. Site design and development, resource-efficient building design and materials, indoor environmental quality, energy and water efficiency, home maintenance and the home's overall impact on the environment are all taken into consideration.



- Energy conservation measures may be very cost-effective based on the “life cycle” cost of energy-conserving features; i.e. a higher initial cost is justified by long term energy cost savings. Consideration should be given to incorporating the following in the design of the home:
 - Solar Heating – Passive solar design should consider window size, orientation and shading devices. Direct solar gain surfaces should be considered for south facing areas;
 - Entryways should be protected from wind exposure with airlock vestibules;
 - Plantings of deciduous trees can provide summer shade and allow winter sun on south exposures while conifers can provide winter wind protection on north exposures;
 - Exterior Walls should have at least R-21 insulation value;
 - Roofs should have at least R-49 insulation value;
 - Penetrations in exterior walls should be caulked and sealed;
 - Air infiltration Barriers should be used on all outside walls not clad in stone;
 - Hot water heaters and pipes should be insulated;
 - High efficiency boilers and hot water systems;
- Enhancements outside of the building envelope may be particularly desirable where building envelope constraints limit formal landscaping opportunities. While the specific treatment of the native landscape area will vary depending on the characteristics of each homesite, the goals of every landscape plan are restoration and enhancement.
- Landscaping around the home should be designed in order to define outdoor spaces and entries, frame desirable views, screen undesirable views, buffer prevailing winds, provide seasonal shade, and add color and interest to courtyards and other outdoor spaces. Consideration should also be given to the size, color and texture of plant materials.
- Permanent irrigation and shade may be used to create "micro-climates" that will support a wider variety of plant materials. Ornamental plants, planting beds, gardens, and other formal landscape designs may be introduced, in limited amounts within the building envelope. They should be located immediately adjacent to the home at entries, in courtyards or other defined areas.
- The transition between formal landscape areas within the building envelope and the native landscape area may be established with the use of patio walls, retaining walls, stone edging, or planting beds.
- The use of moisture sensors, drip irrigation, and pop-up heads that conserve water are encouraged.
- All vegetation, naturally occurring or otherwise, is potential fuel for fire. Creating a “defensible space” around your home is one of the most effective steps you can take to protect your property from wildfire. Defensible space is the area around a structure where vegetation has been modified to reduce a wildfire’s intensity and to give firefighters room to do their job.
 - Mitigation of wildfire hazard focuses on breaking up the continuity of vegetation, both vertical (from the ground to the treetops) and horizontal (across the ground). Defensible space should be created in three zones: 1) within 15 feet of a structure; 2) within 75 feet of a structure; and 3) the balance of the Building site.
 - Zone 1 – little or no flammable vegetation in an area of 15 feet around the structure measured from a point under the eaves.
 - Zone 2 – a transitional area of fuel reduction extending 75-125 from the structure. Remove dead, diseased and stressed trees and shrubs. Thin and prune the remaining larger trees and shrubs.
 - Zone 3 – an area of traditional forest management where, for example, management includes maintaining tree health, enhancing aesthetics and providing visual screening. The healthiest forest is one that has multiple ages, sizes and species of trees where adequate growing room is maintained over time.
- Both the size at time of planting and mature size of trees and shrubs should be considered when selecting landscaping materials. The use of large-caliper deciduous trees and mature evergreens and shrubs that exceed minimum landscape material sizes are strongly recommended in order to quickly establish landscape improvements.
- In order to avoid monotony, landscape plans should include varying sizes of plant materials.
- Appropriate uses of landscape lighting may be to softly illuminate walkways, patios or other outdoor living spaces immediately surrounding a home.

The Review Board reserves the right to vary from any of the standards or procedures set forth herein for



good cause shown. Upon submission of a written request by an Owner, the Review Board may, from time to time and in its sole discretion, permit Owners to construct improvements which are not strictly in conformance with the Design Guidelines. Each written request shall identify and set forth in narrative and/or graphic detail the specific guideline or standard from which a variance is sought and describe in detail the exact nature of the variance sought. Any grant of a variance by the Review Board shall be in writing and shall identify in detail both the standard from which a variance is granted and the specific variance being granted. Variance requests shall be subject to a review fee determined by the Review Board which shall be non-refundable regardless of whether the variance is granted or denied.

Each request submitted hereunder shall be reviewed separately and apart from other such requests and the grant of a variance to any Owner shall not constitute a waiver of the Review Board's right to strictly enforce these regulations. No member of the Review Board shall be liable to any Owner or other person for any claims, causes of action, or damages arising out of the granting or denial of any variance.

An Owner may appeal a Preliminary Design Review or Final Design Review decision of the Review Board by submitting a written appeal within 30 days of receipt of notice of the Board's decision. The initial appeal shall be to the Review Board. The intention of this thirty day period is to allow the Owner an opportunity to consider the comments of the Board and to develop a design solution that is consistent with these guidelines and the direction of the Board. The Board shall review the applicant's appeal at its next regularly scheduled meeting and a mail a written decision to the Owner within seven days.

Following an initial appeal, any Owner, may make a final appeal to Board of Directors of the Alpine Mountain Ranch Association. The final appeal shall be in writing and shall be filed within 30 days after the initial appeal decision of the Review Board. The decision of the Board of Directors shall be in writing and mailed to the Owner and the Review Board. In its decision, the Board of Directors shall make specific findings which shall be binding on the Review Board.

Submitted and acknowledged by Applicant or Authorized Representative:

Signature

Date

