



1499 W.121st Ave. Ste. #100
Westminster, CO 80234

THE ARCHITECTURAL CONTROL GUIDELINES FOR
TWIN LAKES SUBDIVISION FILINGS I AND II
BOULDER, COLORADO 80301
Revised January 25, 2022

I. PURPOSE

1. Twin Lakes Subdivision is a Planned Unit Development, a unique form of residential planning that derives large areas of community open space from the close spacing of individual dwellings. This compact arrangement of housing dictates the need for systematic methods of protecting views and privacy, and of maintaining architectural integrity within the neighborhood
2. These methods are set forth regionally by the Boulder County Planning Department, which reviews all new construction in relation to compliance with the P.U.D. zoning regulations and locally by the Twin Lakes Homeowners Association which reviews in greater detail relationship between structures and their impact on the surrounding community.
3. The Architectural Control Guidelines are not intended to stifle the imaginative or creative desire of residents, but rather to assure them that protective restrictions are in effect that will help maintain the appearance and value of their property.
 - a. The Architectural Control Committee has been established by the Twin Lakes Homeowners Association in accordance with Article VII of the Twin Lakes Declaration of Covenants. Members are appointed by, and are directly responsible to, the Twin Lakes Homeowners Association, Inc., Board of Directors
 - b. The Architectural Control Committee will consider all aspects of any proposed structures and appurtenances, and/or any exterior alterations, modifications and changes to existing structures and appurtenances in terms of the following guideline criteria:
 1. Architectural and site planning compatibility and harmony with surroundings, as determined by the predominant standard or theme established in each cluster of dwellings, cul-de-sac, street or greenbelt area, as well as the development as an integral whole.
 2. That all components are residential in scale, not to exceed 2-stories, and will not infringe upon the privacy, or interfere with the principal views of adjacent residences.
 3. That any new detached structure shall be compatible with those standards as established by adjacent areas of development.
4. The Association can and will take legal action to enforce these Architectural Guidelines, consistent with the current Enforcement Policy and Procedures.

II. PROCEDURES

These procedures are based on Article VII of the Twin Lakes Declaration of Covenants, titled "Architectural Control"

No building, fence, wall or other structure shall be commenced, erected or maintained upon the Properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or by an architectural committee composed of three (3) or more representatives appointed by the Board. In the event said Board, or its designated committee, fails to approve or disapprove such design and location with thirty (30) days after said plans and specifications have been submitted to it, approval will not be required and this Article will be deemed to have been fully complied with.

An Architectural Control Committee Proposal form (ACC form) is required for all home or building structure updates, modifications, additions and/or maintenance, including repainting with existing colors or painting a new color scheme.

1. The committee will consider only written requests. The Architectural Control Committee Proposal form (ACC form) is attached [here](#).
2. Any project requiring Architectural Committee review must have the approval of the Committee before any work is undertaken.
3. The procedure adopted for review consists of submitting a written disclosure of intent and related pertinent information as per the Architectural Control Committee Proposal Form, with drawings and specifications, to the President of the Board of Directors or the Chairman of the Architectural Control Committee. The completed proposal can be emailed: twinlakes@hmchoa.com
4. The description of the project should include all information necessary for the Committee to take action. Necessary data should include the height, width, length, size, shape, materials, colors, location and orientation of the proposed project as well as site planning details showing relationship to surrounding structures.
5. Drawings, sketches, pictures, material samples and other documentation accompanying the Architectural Control Committee Proposal Form become the property of Twin Lakes Homeowners Association, Inc.
6. The Committee will answer a request for review as promptly as possible. Review by the Committee shall occur within thirty days of receipt of proposal form. If the Committee does not respond to the project within thirty days, it shall be considered approved.
7. If a proposal is rejected, the applicant is free to request that the Committee reconsider its position and is encouraged to present new or additional information which might clarify the request or demonstrate its acceptability.
8. Any individual or applicant protesting the response and actions of the Committee may appeal to the Board of Directors.
9. Architectural Control Committee approval should be obtained prior to acquiring a building permit. Preferably, the Architectural Control Committee should be consulted during the planning stages of the project.
10. Approval of any project by the Committee does not waive the necessity of obtaining the required county permits. Obtaining a county permit does not waive the need for Committee approval.

11. The Committee will receive comments or complaints from homeowners involving matters within its jurisdiction and handle them in accordance with the Covenants. It is recommended that owners communicate proposed plans with neighbors prior to starting, especially if loud noise or construction materials could be involved.
12. The Committee will make periodic and final inspections of work in progress to ensure its timely completion and conformity with approved plans.
13. Should the Committee observe work be underway without an ACC Proposal form submitted, the homeowner will be notified and required to submit the ACC Proposal form immediately. This work is subject to architectural guidelines approval and/or action consistent with the current Enforcement Policy and Procedures.

III. STANDARDS

Exterior Finish Materials

Generally, only those materials compatible with the architectural design character of the community will be approved. The Architectural Control Committee may recommend that a specific material and texture be used. Examples include wood, siding, cement board, stone, brick and stucco. Incompatible textures (and materials) will not be approved.

Roofing

Textured neutral asphalt shingles are recommended. Non-glaring metal roofs are permitted.

Doors & Windows

Vinyl, wood, fiberglass, anodized or dark baked enamel metal finished doors and windows are acceptable.

Color & Finishes

Paints, stains and coating are to be flat and non-glaring in nature. Vibrant or highly reflective surfaces are not recommended but may be considered on an individual basis. Natural or galvanized metal finishes are not permitted.

Exterior color changes will be approved only if the proposed color is in harmony with the other existing structures in the community.

Awnings

Permanent awnings will be considered by the Committee on an individual basis.

Fencing

Any fence or privacy screen must have the approval of the Committee before installation is undertaken.

No fence or privacy screen will be approved if its installation will obscure sight lines for vehicular traffic.

Wood or vinyl fencing is recommended. Due to high wind loading, 5' post spacing is also recommended.

The Committee will not approve an application for the installation of chain link or other galvanized metal fencing exposed to public view. However, consideration may be made for proposed metal fences hidden from public view.

All fencing or privacy screening should preferably have finished materials on both sides. If only one side has finished materials, this must face the public side of the individual lot.

Mailboxes

Mailbox structure must meet the requirements of the U.S. Postal Service.

Exterior Lighting

Exterior lighting shall be compliant with the dark sky initiative from the Boulder County Outdoor Lighting Requirements. Please [click here](#) to view the information from Boulder County. Wood, vinyl or metal poles are to follow finish standards.

Antennas/Satellite Dishes

Antennas shall be placed within houses or structures. Exterior antennas or dishes of any type shall be hidden from public view if possible.

Utility Lines

Utility lines are to be underground or within structures.

Clothes Lines

Clothes lines exposed to public road are not recommended.

Workmanship

All projects are to be constructed according to highest standards of workmanship. Parts of structures should be of adequate size and strength to withstand natural stresses without distortion and should be carefully aligned and accurately assembled to provide a uniform, finished appearance. Projects should be completed as soon as possible to avoid extended periods of unfinished construction. Temporary structures are not permitted.

Landscaping

Landscaping work and planting in general do not require the approval of the Committee. However, the Committee should be able to provide advice on good landscaping and xeriscaping. Trees, hedges, and shrubs which restrict sight lines for vehicular traffic shall be cut back or removed. Landscaping should not be allowed to obstruct sidewalks or common driveways.

The above standards are intended to serve as a guide, to ensure that the compatibility of the neighborhood will not be altered unjustly. However, each proposal will be considered entirely on its own merits with new or innovative ideas encouraged.

Excerpt from the Twin Lakes Declaration of Covenants:

ARTICLE VII, Architectural Control

No building, fence, wall or other structure shall be commenced, erected or maintained upon the Properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or by an architectural committee composed of three (3) or more representatives appointed by the Board. In the event said Board, or its designated committee, fails to approve or disapprove such design and location with thirty (30) days after said plans and specifications have been submitted to it, approval will not be required and this Article will be deemed to have been fully complied with.