



# DESIGN GUIDELINES

## B. RESIDENTIAL

June 2015

# RESIDENTIAL DESIGN GUIDELINES

## INTRODUCTION

It is the intent of these guidelines to promote both high quality construction and a cohesive neighborhood design. The guidelines, although specific, are broad enough that homeowners, architects, builders, and landscape designers still have great flexibility for innovation and creativity. In order to create an interesting neighborhood, no plan may be built within three lots of itself, including across the street. In order to maximize the panoramic views for neighboring lots, the Encore Design Review Committee (DRC) has designated certain lots for single-story homes only. All architectural and landscape designs must be reviewed and approved by the DRC. In addition, all residential design shall be reviewed and approved by the Town of Johnstown (JRC). The DRC reserves the right, at its sole discretion, to deny approval based on design and/or style, even though minimum square footages and other requirements may have been met.

### ***IMPORTANT NOTE***

*TO ENSURE A SUCCESSFUL DESIGN/BUILD PROCESS, ALWAYS REQUEST AND USE THE MOST CURRENT REVISION OF THE DESIGN GUIDELINES.*

## I. ARCHITECTURAL DESIGN

All residential designs must fall into one of three specific motifs or styles: Prairie, Colorado Craftsman/Lodge, and European (including influences of French Country, Tudor, and Mediterranean). These are all styles that fit well with the rural character of Encore. See Appendix C.

### ARCHITECTURAL GUIDING PRINCIPLES

- A. Architectural styles must be Colorado vernacular (Prairie, Colorado Craftsman/Lodge, and European) rather than foreign (Southwest, Victorian, etc.). However all types of stucco are acceptable.
  - Present day interpretations of traditional styles are encouraged.
  - Homes should be different than, but compatible with, the neighboring homes. The same elevation should not repeat within three lots of itself, including across the street.
  - Architecture should encourage indoor-outdoor relationships.
- B. Building mass should provide interest and depth.
  - The profile should start low at the edges and mass towards the center.
  - The upper story should have a variety of orientations and locations.
  - The upper story should have less bulk than the lower level.
  - Exterior elements should be scaled in relationship to each other.
  - Covered entries, porches, decks, and patios should be used to balance and transition to the upper story.

- C. Garages should not dominate the home or streetscape.
- Garage location and orientation should be integrated with the home.
  - Garage layout shall vary within the development.
  - Avoid excessive freeboard above the garage.
  - Masonry should extend above the garage doors, not just along the sides.
  - The garage roofline should be integrated into the main roof using similar form and pitch.
  - Use garage doors with deep trim and decorative panels.
  - Individual carriage-style garage doors are encouraged.
- D. Roof forms should be simple.
- In general, there should be a simple, dominant roof form with complimentary, secondary or minor roof forms.
  - Roof breaks are encouraged.
  - Roof pitch shall be a minimum of 4/12 and a maximum of 14/12.
  - Minor roof forms, gable ends, and dormers should be proportional to the spaces they cover, as well as to the main roof size and form.
  - In general, roof overhangs must be a minimum of 12” and in proportion to the pitch and style of the home.
  - Eaves, fascia, and soffits shall be appropriately sized and detailed according to the individual architectural style.
- E. Articulation should be used to provide variety and visual interest.
- Avoid long expanses of blank walls and windowless elevations.
  - Provide façade articulation on all four elevations to avoid a box-like appearance.
  - Architectural elements and finishes used on the front elevation should be carried through on rear elevations for a more uniform look.
  - All elevations should provide visual interest and variety.
  - Use covered entries, porches, dormers, bays, cantilevers, and other projections to add interest.
  - Provide horizontal and vertical building off-sets in proportion to the elevation or wall plane.
  - On walk-out lots, incorporate elements such as covered porches or decks, bay windows, and skirt roofs on the three-story rear elevation.
  - Foundation materials should be heavy and visually solid, transitioning to lighter siding and roofing.
  - Exposed foundation walls above six (6) inches from grade should be covered with similar materials to the wall above.
  - Masonry materials should create depth.
  - Masonry materials should “wrap” the corners where appropriate.
- F. Covered entries, porches, and decks should be integrated into the home design.
- They should be human scale.
  - They should act as a transition to the upper story, with materials, roof forms, and pitches, which complement the main structure.
  - Columns and supports should be substantial and in proportion to the overall building mass.
  - Columns and supports should consist of built-up elements such as top and bottom trim, and ornamentation consistent with the architectural style of the home.
  - Materials should be consistent and complementary to the home.
- G. Windows and doors should be proportionate to wall size, complementing the roof form and overall architectural style.
- Windows should emphasize the room in which they are located, with special windows incorporated as accent features.

- Window groupings should generally be centered on the building mass on which they are located.
  - Windows in masonry walls should be recessed, providing a header and a sill for added visual interest.
  - Windows should be trimmed with a material that complements the architectural style of the home.
  - Garden-level and walkout basement doors and windows should receive the same consideration for placement, size, and detailing as the doors and windows on the main levels.
- H. Building projections should be integrated with the main house in terms of materials, colors, and proportions.
- Projected elements should not appear to “float” but should be supported by substantial or corbels, or they should be anchored to the ground.
  - Exposed chimneys should be of a material that is complementary to the architectural style of the home.
- I. Building materials and colors should create visual depth and detail.
- Strong textures and rich earth-tone colors are encouraged.
  - Materials and colors should be in keeping with the architectural style of the home.
  - A variety of materials should be used to add interest. However, frequent changes in materials and colors should be avoided.
  - Exterior selections should be compatible with adjacent homes.
- J. Roof material and colors should reflect the architectural style of the home.
- 30-year high-profile designer series fiberglass/asphalt shingles, slate, architectural metal shingles, copper, and concrete tile are acceptable materials depending on stylist demands.
  - Acceptable roof colors will be complementary to the architecture of the home.

**ELEMENTS APPROPRIATE TO STYLE (See Appendix C)**

- Interior courtyards and private patios
- Extensive covered porches
- Porch supports are large posts, timbers, or massive piers of stone
- Porch rails and balustrades (no “turned” balustrades)
- Windows aligned both vertically and horizontally
- Window surrounds are simple and frequently asymmetrical
- Multiple windows and multi-paned windows
- Vertical windows with double hung sashes
- Clerestory windows
- Prairie-style window grids
- Window shutters (that are proportional to the size of the window)
- Board and batten and vertical siding
- Low-pitched gable roofs with substantial roof overhangs
- Exposed rafter tails
- Corbels and brackets
- Belly bands
- Architectural metal shingles, composition, and copper roofs
- Dormers
- Individual carriage-style garage doors with rustic hardware
- Natural-looking stone or tumbled brick
- Stone and brick masonry foundations

## II. SITE PLANNING

### **GARAGES, ACCESSORY BUILDINGS, and HARD SURFACING**

Garages and accessory buildings should be an integral part of both the residence and the overall site. Garages and garage doors should be designed so that they are not the dominant architectural features of the residence. Designs that create open- space enclosures such as courtyards, enclosed patios, and parking courts are encouraged. Garages and accessory buildings should be connected to the main residence through the use of breezeways, pergolas, and covered walkways.

Driveways should be no more than 18 feet in width at the street, widening to 24 feet at the garage apron. Hard surface materials, colors, and textures shall blend with the architecture of the residence.

### **GRADING, DRAINAGE, and EROSION CONTROL**

Final lot grading and drainage must comply with the overall development grading plans as they have been approved. The builder must provide a copy of the Grade Certification to the DRC and to the Town of Johnstown upon issuance of a Certificate of Occupancy. Grading should be graceful and natural looking, designed to work with the existing contours. Cuts and fills should feather into the surrounding landscape, thus avoiding sharp, unnatural looking angles. Steeper slopes might require the use of retaining walls, which shall be constructed of natural materials. Storm water runoff from driveways, roofs, and other hard surfaces shall drain away from foundations into natural looking drainage channels or swales. Drainage patterns that adversely impact adjoining lots are not permitted. During construction, it is important to use erosion control devices and barriers to prevent damage to the site and to the adjoining environmentally sensitive areas.

## III. LANDSCAPE DESIGN

### **LANDSCAPE GUIDING PRINCIPLES**

- The location of trees and shrubs must be carefully planned so that mature sizes do not interfere with fences, landscaping, or structures on adjacent lots.
- Front yard landscaping should create a cohesive “flowing” relationship between adjacent lots.
- Trees, shrubs, and planting beds should blend together between adjacent lots for a pleasing streetscape.
- Planting beds and mulch areas between adjacent lots should appear to be unified by using the same type of rock or wood mulch.
- Avoid designs with formal plantings, hard edges, mow curbs, or other materials that delineate lot lines.
- Landscaping adjacent to native open spaces should blend and harmonize with the natural landscape.
- Retaining walls should be low, visually attractive, and made of natural materials to complement the architectural style of the home.

## SPECIFIC REQUIREMENTS

- Landscape plans shall be designed by a professional landscape designer.
- Landscaping shall be installed as soon as weather permits, but in any event no later than 6 months after a Certificate of Occupancy is issued.
- Buried sprinkler systems must be installed in front, side, and backyards.
- Trees shall be minimum 2” caliper and shrubs shall be minimum 5 gallon.
- Turf shall be a high quality Kentucky bluegrass or an approved drought tolerant fescue.
- On those lots that have detached walks, the homeowner shall install and maintain underground irrigation, approved turf, and the required “street trees” in the area between the detached walk and the street.
- A minimum of 2 trees (in addition to any required “street trees”) and 4 shrubs will be planted on each lot.
  - On non-corner lots, at least 1 tree and 4 shrubs will be planted in the front yard.
  - On corner lots, at least 1 tree shall be planted in the front yard and 1 tree in the side yard adjacent to the street. At least 4 shrubs shall be planted in the front or side yard adjacent to the street.

## IV. TYPICAL IMPROVEMENTS

The following list contains a wide variety of typical types of improvements which homeowners frequently consider installing. Unless otherwise specifically stated, drawings and/or plans for a proposed improvement must be submitted to the DRC and written approval of the DRC obtained PRIOR TO commencement of construction of the improvement. If a proposed improvement is not specifically listed below, the homeowner, architect, builder, or landscape designer must still make a request to the DRC for review and approval. Again, make sure the most current revision of the guidelines are being used, as they can change from time to time as allowed by the Encore Conditions, Covenants, and Restrictions (CCR’s). Also, submittal fees may be adjusted from time to time by the DRC. DRC approval is required for, but is not limited to, the following typical improvements:

1. **ACCESSORY BUILDINGS and STORAGE BUILDINGS.** Generally speaking, they are not permitted. However, they will be considered if they are enclosed and appear as an integral part of the residence.
2. **ADDITIONS and EXPANSIONS.** They will be considered if they look like an integral part of the residence, rather than “tacked on” or an “after thought”.
3. **ADVERTISING.** See “SIGNS”.
4. **AIR CONDITIONING EQUIPMENT.** Only central air conditioning is permitted. Air conditioning equipment must be installed only in a side or rear yard and should be reasonably screened from view of adjacent property owners. Installation of air conditioning equipment on the roof, in a window, or through the wall of a residence is not permitted.
5. **ANTENNAE.** Not permitted. Exterior radio (including amateur “ham” radio), television, or other types of antennae may not be erected. Microwave, internet, and/or satellite television dishes are permitted on side and rear elevations only.
6. **AWNINGS.** Type and location require DRC approval. The color must be similar or complementary to the exterior color of the residence. The covering may be used over the rear patio only. No aluminum or fiberglass awnings are allowed.
7. **BALCONIES.** See “DECKS” and “PATIOS”.
8. **BASKETBALL BACKBOARDS.** DRC approval is required for placement and design.

9. **BIRD HOUSES and FEEDERS.** DRC approval is not required if limited to 1- foot by 2-feet and if not more than two in number are installed on any lot. They must be located within the front or back yards, but not within 10 feet of the side and/or back property lines.
10. **CARPORT.** Carports are not permitted. However, porte cochere will be considered on an individual basis.
11. **COLORS.** Subtle earth tone colors to blend with the rural character of the neighborhood are required. All colors and color combinations must be approved by the DRC and JRC PRIOR TO their application. Repainting when existing color changes requires DRC approval. All projections including, but not limited to, chimney flues, vents, gutters, downspouts, utility boxes, porches, railing, and exterior stairways shall be of an approved color and shall closely match or complement the permanent color of the surface from which they project. Duplicate color schemes shall not be allowed on adjacent lots or on lots across the street from each other. Bold colors may be used only with written approval of the DRC.
12. **DECKS.** Deck railing must be redwood, DRC approved vinyl, or iron. Deck posts that extend to the ground from the main floor on walkout basements must be 6” X 6” or larger. Final sizes and materials can vary with DRC approval.
13. **DOG HOUSES and DOG RUNS.** Materials, colors, and location must be approved by the DRC.
14. **DRAINAGE.** There can be no interference with or change to the established drainage pattern over the property. When landscaping is installed, it is very important to insure that water drains away from foundations, sidewalks, and driveways, and that the flow patterns prevent water from flowing under or ponding near or against foundations, sidewalks, and driveways. Changing drainage patterns so that adjoining lots are adversely impacted is not permitted. Final lot grading must comply with the overall development grading plans as they have been approved, i.e. it is not permitted to make a walkout lot out of a garden- level lot, a garden-level lot out of a “B” lot, etc. The builder must provide a copy of the Grade Certification to the DRC upon issuance of a Certificate of Occupancy.
15. **DRIVEWAYS.** Extension or expansion of driveways requires DRC approval. All driveways and private lanes shall be constructed entirely of concrete, stamped and/or colored concrete, brick, or pavers from the entrance of the garage doors to the existing street. Colors must be approved by the DRC.
16. **ELEVATION TREATMENTS.** Architectural design shall incorporate a consistent level of interest in all elevations. The use of walkout or garden-level basements and architectural features such as cantilevers, window projections, roof elements, decks, etc. shall be used to add contrast and interest to all elevations. Stagger should be a minimum of two feet. Exposed foundation walls above six (6) inches from grade should be covered with similar materials to the wall above.
17. **FENCES.** In order to maintain a consistency throughout the community, perimeter fencing for individual side and rear yards shall be a two-rail perimeter fence. A “mesh” type material approved by the Encore DRC will be allowed on the inside of the perimeter, side yard, and rear yard fencing. Front yard fencing is not permitted. Privacy fencing must be within 20 feet of the residence, but may not extend into any lot line setbacks, may not be more than 35 feet in total length, and may not exceed six feet in height. Privacy fencing design, materials and colors must be similar or complementary to the residence. “Double Fencing” with an adjacent lot is not permitted. This is the “first fence in” rule. Cost sharing is appropriate and encouraged.
18. **FLAGPOLES.** One wall-mounted bracket (painted as required) per residence shall be allowed.

19. **GARAGES.** There shall be a minimum of two and a maximum of four car spaces in a garage that is attached and fully enclosed. Minimum dimensions for each space are 9 feet by 19 feet. Garage doors must be kept closed when not in use. Garage doors must be of such a design that complements the architectural style of the residence. Detached garages and/or porte cochere will be considered on an individual basis.
20. **GARBAGE COLLECTION and CONTAINERS.** At the discretion of the DRC, one single trash collection company will be permitted to pick up trash in Thompson Crossing. All homeowners must use uniform container designated by said company and place these container outside only on the day they will be emptied. All containers must be moved back inside the same day, after they are emptied. This procedure limits garbage trucks to one day per week, thereby increasing safety, reducing wear and tear on the streets, reducing noise, and allowing for discount pricing.
21. **GARDENS.** Type and location require DRC approval.
22. **GREENHOUSES.** Type and location require DRC approval.
23. **HARD SURFACING.** Type and location require DRC approval regardless of whether for walks, driveways, porches, patio areas, or other purposes and regardless of whether concrete, asphalt, brick, flagstones, stepping stones, or paver stones are used as the hard surfacing material. Hard surfaces must be located so as not to block any drainage patterns.
24. **HEIGHT.** Maximum height for a single-story residence is 28 feet above the engineered top of foundation. Maximum height for a two-story residence is 35 feet above the engineered top of foundation. No home shall exceed two stories in height. See Appendix B.
25. **HOT TUBS.** Must be an integral part of the deck or patio area and of the rear or side yard landscaping. Must be installed in such a way that it is not immediately visible to adjacent property owners and does not create the potential for noise disturbance for adjacent property owners.
26. **HOUSE MODELS.** No home model shall be built within three of itself, including across the street.
27. **IRRIGATION SYSTEMS.** See “SPRINKLER SYSTEMS”.
28. **LANDSCAPING.** Design shall be prepared by a professional landscape designer. Landscaping shall be installed as soon as weather permits, but in any event no later than 6 months after a Certificate of Occupancy is issued.
29. **LATTICEWORK.** Type and location require DRC approval.
30. **LIGHTS and LIGHTING.** Exterior and landscape lighting shall be of a conventional style with illumination patterns and intensities which do not create a nuisance for adjacent property owners.
31. **OVERHANGS.** See “AWNINGS”.
32. **PAINTING.** All residences, accessory buildings, storage buildings, play houses, and play equipment shall be kept well-painted in the color originally approved by the DRC and JRC. Color changes must be approved by the DRC and JRC.
33. **PATIO COVERS.** Type and location require DRC approval. Must be constructed of wood or a material that is generally recognized as complementary to the residence. They must be similar or complementary to the exterior color of the residence. They should look like an integral part of the residence, rather than “tacked on” or an “after thought”.
34. **PATIOS (OPEN).** Type and location require DRC approval. Patios must be an integral part of the residence and/or landscaping. They must be similar to and complementary in color and design to the design of the residence. They must be located so as to not create the potential for noise disturbance for adjacent property owners, and they must not block any drainage patterns.

35. **PAVING.** See “HARD SURFACING”.
36. **PLAY and SPORTS EQUIPMENT.** Type and location require DRC approval.
37. **PLAY HOUSES.** Type and location require DRC approval. In general, they are to be less than 8 feet in height at the peak and have less than 120 square feet of floor space. Basic design, materials and colors must be similar or complementary to the residence. Play houses should be incorporated into the landscape and at least partially screened by landscaping features so as to not create the potential for noise disturbance for adjacent property owners.
38. **POOLS.** Only in-ground or indoor pools are allowed.
39. **RETAINING WALLS.** Type, materials, and location require DRC approval. Retaining walls must not block any drainage patterns. Retaining walls that change drainage patterns so that adjoining lots are adversely impacted are not permitted.
40. **ROOFS.** The roof shall be a minimum of 4/12 pitch and a maximum of 14/12 pitch. As much as practical, roof vents, plumbing vents, and HVAC vents shall be located on the backside of the roof peak as viewed from the street. Roof vents and flashing shall be painted to match the permanent roof color or trim color, whichever lessens the visual impact. It is highly encouraged to locate roof vents and stacks in a “chimney” feature. If used, fiberglass/asphalt shingles shall be a minimum 30-year high-profile designer series. Other roofing materials may be approved by the DRC and JRC if necessary for architectural integrity. All roof colors are to be approved by the DRC and JRC. Roof overhangs shall be a minimum of 12 inches, although stylist demands may be accepted by the DRC and JRC if found necessary to keep architectural integrity.
41. **SATELLITE DISHES.** Microwave, internet, and/or satellite television dishes are permitted on side and rear elevations only.
42. **SAUNAS.** See “ADDITIONS and EXPANSIONS”.
43. **SEASONAL DECORATIONS.** Do not require DRC approval. Refer to covenants.
44. **SETBACKS.** The front yard and rear yard setbacks on all lots shall be a minimum of 20 feet from the front and rear property lines. For variety along the street, a staggered front setback is required, depending on individual house plans and lot size. The side yard setback on those lots designated as “Estate Lots” shall be a minimum of 7 feet (Lots 80’ or wider). The side yard setback on those lots designated as “Standard” shall be a minimum of 5 feet. See Appendix B.
45. **SHINGLES.** See “ROOFS”.
46. **SIDING.** Exterior siding may be of cedar, redwood, brick, stone, synthetic stone wood shingle, stucco, architectural concrete, hardboard, or other compressed material siding products. Other stylist products may be allowed by the DRC if found necessary to keep architectural integrity. All siding materials submitted to the DRC will be highly scrutinized for conformity to architectural style, type, and color to maintain the highest sense of conformity and cohesiveness in the neighborhood. Grooved and/or T-111 panelized siding is not permitted.
47. **SIGNS.** DRC approval is required for all signs, including address numbers and nameplates. One temporary real estate “for sale” sign (per lot) does not require DRC approval, provided it is not more than 5 square feet in size. Lighted signs of any kind are not permitted.
48. **SOLAR ENERGY DEVICES.** All passive and active solar systems require DRC approval. They must be designed to appear as if they are an integral part of the residence. No exterior plumbing may be visible.
49. **SPRINKLER SYSTEMS.** All yards must have an automatic, clock-activated, buried sprinkler system throughout.
50. **SQUARE FOOTAGE.** See Appendix B.
51. **SWING SETS.** Type and location require DRC approval.
52. **TRASH CONTAINERS AND ENCLOSURES.** See “GARBAGE COLLECTION and CONTAINERS”.

53. **TREES.** See “LANDSCAPING”.
54. **VENTS.** All wall vents including, but not limited to, dryers, cook-tops, range hoods, gas fireplaces, and plumbing must be screened from sight and painted to match the permanent residence color or trim color, whichever lessens the visual impact.
55. **WINDOWS.** Windows shall be wood, vinyl, or vinyl-clad or metal-clad frames. Metal-clad window frames shall be anodized aluminum in a color consistent with the design character of the residence. Window design shall be consistent with the architectural design statement in size, proportion, detail, and placement on the elevation. Any wall facing a public street should include at least 15% of the façade in windows.

The following items are NOT PERMITTED under any circumstances:

1. CLOTHESLINES and HANGERS.
2. EVAPORATIVE COOLERS.
3. FREE-STANDING FLAG POLES.
4. GROOVED AND/OR T-111 PANELIZED SIDING.
5. RADIO ANTENNAE.
6. ROOFTOP EQUIPMENT.
7. STORAGE TANKS.
8. STUCCATO BOARD.
9. SWAMP COOLERS.
10. SYNTHETIC TURF.
11. TELEVISION ANTENNAE.
12. TEMPORARY STRUCTURES.
13. WELLS.

## **V. DESIGN REVIEW COMMITTEE SUBMITTAL PROCEDURE**

The design review submittal procedure has been written to accommodate most of the conditions that could be encountered in the wide variety of development activities that might occur in Encore. However, there may be cases where many of the step-by-step procedures can be streamlined at the discretion of the DRC. Prior to submittal, the DRC coordinator should be consulted to determine what information will be required for review by the DRC. A Sketch Plan submittal is optional but highly recommended. It is the opinion of the DRC that such a submittal will save the applicant both time and the expense of unnecessary revisions of working construction drawings. All submittals must be complete and accurate. The applicant may request, in writing, for an application withdrawal without prejudice from the DRC; however, application fees may be forfeited at the sole discretion of the DRC.

DRC review and approval of plans is for conformance for stylistic cohesion of the neighborhood only, and is not intended as approval for conformance to Local, County, State, and Federal codes, ordinances, and regulations.

## **DRC Approval Process**

Requests for DRC approvals and waivers shall be made in writing to the DRC. The DRC shall make every effort to notify the applicant in writing of either approval or denial within 30 calendar days following its receipt of the waiver request. Should the DRC fail to respond to the applicant's waiver request within 30 calendar days, the applicant should resubmit to the DRC. Should the DRC fail to respond to the applicant's resubmission within another 30 calendar days, the waiver request, shall be deemed to be approved by the DRC.

The DRC shall review and approve the plans PRIOR TO applicant's submission to the Town of Johnstown for their issuance of a building permit. The Town of Johnstown will return any submission without DRC approval to the applicant, without the issuance of a building permit.

All sketch plan drawings and construction drawings, must be prepared by an architect licensed in the state of Colorado. All landscaping plans must be prepared by a professional landscape designer. The DRC reserves the right, at its sole discretion, to waive this requirement based on the background of the applicant or his agents.

On behalf of the DRC, all architectural plans will be reviewed for conformance by:

(Firm providing Architectural Review will be determined prior to final Town of Johnstown approval.)

It may be beneficial to the applicant to contact \_\_\_\_\_ early in the architectural design process, thereby ensuring that all of the provisions of the Encore Design Guidelines are met.

Two sets of Sketch (optional but recommended), Construction, and Landscaping Plans (ALL on 24" x 36" sheets), sample boards with exterior material selections, and the appropriate review fees (see Appendix B) must be submitted to the DRC at:

TBD

### **1) SKETCH PLAN SUBMITTAL (Optional but Recommended)**

#### **Site Plan (1" = 20')**

- Name, address, and telephone numbers of homeowners, architect, and builder
- Legal description of property (address, lot, and block)
- North arrow
- Property lines, setback lines, and easement lines with dimensions
- Building footprint with porches, balconies, patios, decks, tennis courts, pools, etc.
- Drives, parking areas, walkways, accessory buildings
- Site contours with drainage patterns
- Top of engineered foundation

#### **Floor Plan (1/4" = 1')**

- Overall dimensions
- Total enclosed square footage
- Exterior walls dimensioned

**Elevations (1/4" = 1')**

- Overall height from top of engineered foundation
- Height of each floor and roof peak
- Building façades and roofs
- Roof pitch
- Exterior materials
- Porches, balconies, patios, decks, windows, and doors
- Extensive labeling and callouts are expected

**Roof Plan (1/4" = 1')**

- Building footprint outline superimposed onto roof plan
- Roof pitches, pitch directions, valleys, hips, materials, chimneys, and overhangs

**2) CONSTRUCTION PLAN SUBMITTAL**

**Site Plan (1" = 20')**

- Name, address, and telephone numbers of homeowners, architect, and builder
- Legal description of property (address, lot, and block)
- North arrow
- Property lines, setback lines, and easement lines with dimensions
- Building footprint with porches, balconies, patios, decks, tennis courts, pools, etc.
- Drives, parking areas, walkways, accessory buildings
- Site contours with drainage patterns
- Top of engineered foundation
- Water, sewer, electric, natural gas, and phone services

**Grading Plan (1" = 20')**

- Proposed driveway gradients
- Existing and proposed contours
- Elevations of all building pads
- Existing grades along lot perimeter with appropriate cross sections

**Floor Plan (1/4" = 1')**

- Overall dimensions
- Total enclosed square footage
- Exterior walls dimensioned

**Elevations (1/4" = 1')**

- Overall height from top of engineered foundation
- Height of each floor and roof peak
- Building façades and roofs
- Roof pitch
- Exterior material samples on 1' x 1' sample boards, identified by brand name, color, and number
- Porches, balconies, patios, decks, windows, and doors
- Original and final grade lines
- Extensive labeling and callouts are expected

**Roof Plan (1/4' = 1')**

- Building footprint outline superimposed onto roof plan
- Roof pitches, pitch directions, valleys, hips, materials, chimneys, and overhangs

**3) LANDSCAPE PLAN SUBMITTAL**

Landscaping Plan (1"= 10')

- Name, address, and telephone numbers of homeowners and landscape designer
- Location, size, quantity, and species of trees and shrubs
- Location and species of turf areas
- Location and type of mulch areas
- Location of planting beds
- Location and type of edging
- Retaining wall location, height, and materials
- Community and lot fencing location (to be constructed per required fence prototype)
- Privacy fence location, height, and materials
- Location and materials for decks, patios, pools, spas, hot tubs, saunas, playground areas, rock, timbers, fountains, or any other special landscape features
- Exterior and landscape lighting
- Dog houses and dog runs

**4) DRC REVIEW**

Following DRC review, the DRC will either:

- 1) Approve the Construction or Landscape Drawings, in which case the applicant may proceed with permitting and construction,
- 2) Conditionally approve the Construction or Landscape Drawings, in which case the applicant must revise the drawings to comply with the stated conditions. Permission to proceed with permitting and construction may be granted by the DRC for those items that are not affected by the revisions. Revised drawings must be resubmitted to the DRC coordinator, and the applicant must receive written approval PRIOR TO commencing construction of those items that were affected by the revisions, or
- 3) Deny the Construction or Landscape Drawings, in which case the applicant will be required to resubmit new plans. Construction cannot commence.
- 4) Approval is contingent upon the submittal of materials and payment of any designated fees or expenses, and favorable review. A letter from the DRC will be sent to each applicant within a maximum of thirty (30) days after the date of the submittal. This notice will state whether approval or disapproval has been granted and outline any conditions associated with the ruling.

**5) CONSTRUCTION AND DRC INSPECTIONS**

Permitting and construction may commence upon written approval from the DRC. The homeowner or builder shall be responsible for obtaining all jurisdictional permits prior to construction. The DRC reserves the right to conduct field inspections for compliance during any stage of construction. The DRC shall be empowered to enforce the Design Guidelines pursuant to the provisions of the Encore CCR's. The builder must provide a copy of the Grade Certification to the DRC and to the Town of Johnstown upon issuance of a Certificate of Occupancy.

## **JRC Approval Process**

The Town of Johnstown's Review Committee shall review and approve the following:

- 1) Residential models, elevations, materials and colors
- 2) Any major changes to the development features or amenities

### **A. Pre-Application**

The applicant shall schedule a pre-application conference with the Town Planner prior to submittal of any project proposal. The intent of this initial meeting shall be as follows:

1. To informally discuss the overall objectives for the proposed project.
2. To review how the project has interpreted the guidelines and criteria for development of the project as set forth in the Design Guidelines.
3. To review a sketch plan and architectural design concepts prepared by the applicant.

### **B. Final Development Plan Submittal and Process**

All development projects shall be submitted in compliance with the current Town Community Development Application Form. Accompanying the application shall be all required fees as well as a certification from the DRC stating that the development as proposed in the application meets all the applicable standards and guidelines of the Encore Design Guidelines. The application shall be reviewed for completeness within seven (7) working days of filing. If the Town determines that the application is complete, the application shall then be reviewed by the JRC. If the Town determines that the application is incomplete, the Town shall specify in writing the specific ways in which the application is insufficient or incomplete.

The JRC shall review the application for conformance with all of the applicable terms and conditions of the Encore Design Guidelines. Said review shall be completed within 45 calendar days of Town determination of completeness of the application. Said 45 day period may be extended in writing by the applicant. Review of the application by the JRC is administrative in nature for the purpose of determining that the proposed development as set forth in the application complies with the terms and conditions of the Encore Design Guidelines.

The DRC may authorize variance from these criteria when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental objectives or considerations may warrant, insofar as they are not superceded by applicable Town of Johnstown zoning regulations. Such variances must be approved by the DRC and JRC. A variation of up to 20 percent in dimensional standard is allowed if it improves the project design or an unreasonable hardship can be demonstrated. In no event shall the DRC grant a variance to the permitted uses in a development parcel.

### **C. JRC Approval**

The JRC shall approve the application if it complies with the applicable terms and conditions of the Design Guidelines. The JRC may approve the application with conditions. Said conditions shall be specifically related to compliance with standards and guidelines in the Encore Design Guidelines. In the event the JRC determines that the proposed development in the application does not comply with the Encore Design Guidelines, the JRC shall specify in writing the specific reasons in which the application does not meet the applicable criteria.

### **D. JRC Appeals**

The decision of the JRC may be appealed by the applicant to the Johnstown Town Council. The appeal shall be in writing, and shall be made within thirty (30) days of the date of the transmittal of the JRC's decision. The Johnstown Town Board shall hear the appeal within thirty (30) days of the filing of the appeal by the applicant. The decision of the Johnstown Town Council on the appeal shall be final.

## **APPENDIX A**

### **CONFLICTS**

Improvements installed by homeowners, architects, builders, and landscape designers shall comply with all Local, County, State, and Federal codes, ordinances, and regulations. All improvements shall also comply with the Encore CCR's.

The Encore Design Guidelines do not modify or supersede any Local, County, State, or Federal codes, ordinances, or regulations. In the event of conflicts or discrepancies, jurisdictional regulations shall take precedence, and the most restrictive standards shall apply.

### **VARIANCES and WAIVERS**

The DRC may authorize variance from these criteria when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental objectives or considerations may warrant, insofar as they are not superceded by applicable Town of Johnstown zoning regulations. Such variances must be approved by the DRC and JRC. A variation of up to 20 percent in dimensional standard is allowed if it improves the project design or an unreasonable hardship can be demonstrated.

### **AMENDMENTS**

From time to time, the Encore Design Guidelines may be amended subject to Johnstown Town Council approval. It is the responsibility of the homeowner, architect, builder, and landscape designer to use the most current revision of the Encore Design Guidelines.

### **APPROVALS and DENIALS**

Approvals may be granted or denied at the sole discretion of the DRC and JRC, and shall be in writing. Approvals or denials pursuant to the Encore Design Guidelines do not constitute any representations, warranties or assurances by the approving/denying party and the approving/denying party shall have no responsibility by virtue of such approval or denial.

## APPENDIX B

### MINIMUM FINISHED SQUARE FOOTAGES

Estate Lot Single-Story	2,000 Square Feet
Estate Lot Two-Story	2,400 Square Feet
Large Lot Single-Story	1,800 Square Feet
Large Lot Two-Story	2,200 Square Feet
Standard Lot Single-Story	1,400 Square Feet
Standard Lot Two-Story	1,600 Square Feet
Patio Home Lot Single-Story	1,250 Square Feet
Patio Home Lot Two-Story	1,600 Square Feet

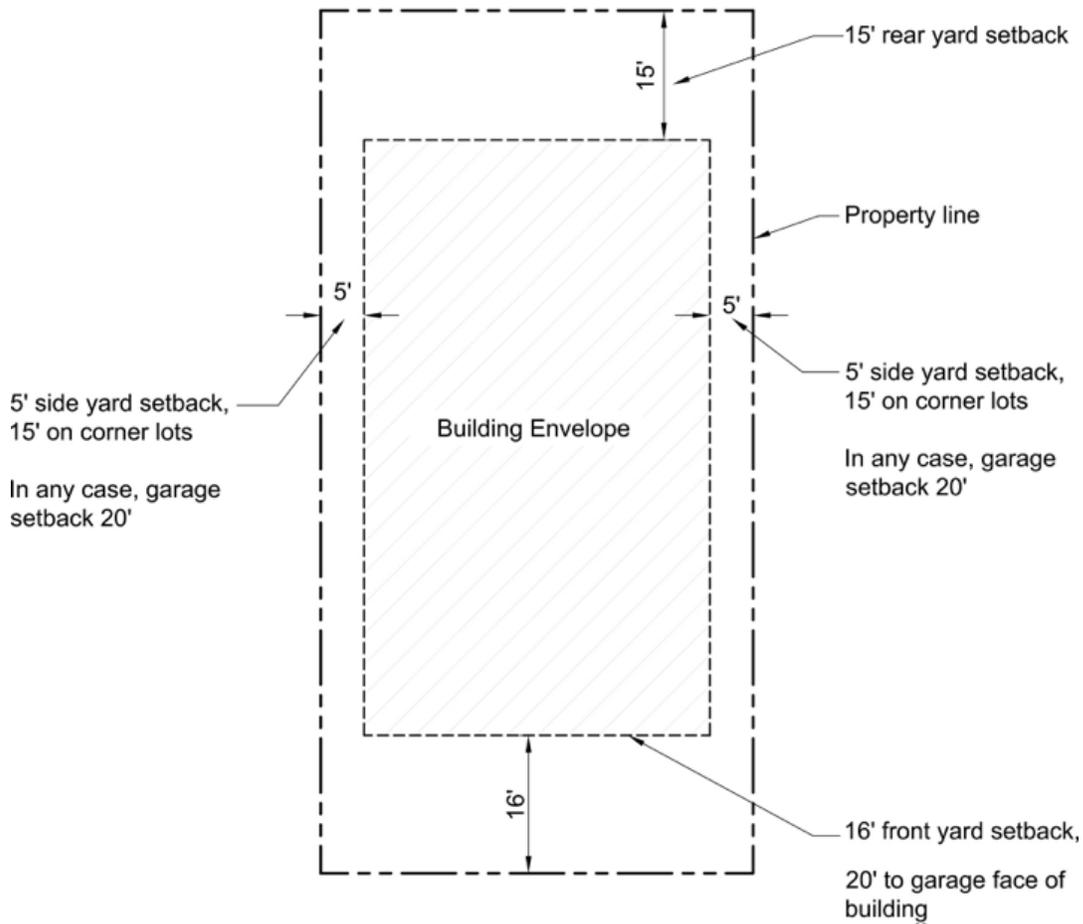
### MAXIMUM HEIGHTS (Above Engineered Top of Foundation)

Single-Story Residence	28 Feet
Two-Story Residence	35 Feet

### MINIMUM SETBACKS

Estate Lots	
Front	20 Feet (or more for variety)
Rear	20 Feet
Side	7 Feet
Large Lots	
Front	20 Feet (or more for variety)
Rear	20 Feet
Side	7 Feet
Standard Lots	
Front	16 Feet (or more for variety) 20 Feet for Garage
Rear	20 Feet
Side	5 Feet
Patio Home Lots	
Front	16 Feet
Rear	15 Feet
Side	5 Feet

**TYPICAL PATIO HOME LOT EXHIBIT:**

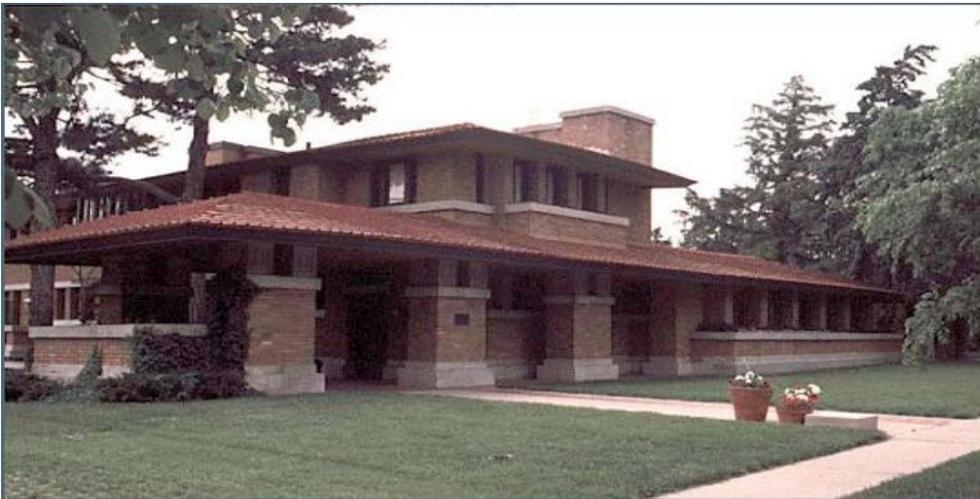


**APPENDIX C**

The following images are meant only as illustrations of building elements that may be accepted and/or rejected by the DRC. These images represent both positive design solutions as well as negative design solutions only as they pertain to the desired Architectural image and presence of Encore.

The images were taken from a variety of sources. Any resemblances to local construction should be considered coincidence only. The design elements represented in these images may or may not be acceptable design solutions in any other development, but also may or may not be acceptable design solutions in Encore.

## PRAIRIE STYLE DESIGN



The images on this page indicate examples of “Elements that are encouraged.”

**COLORADO CRAFTSMAN/LODGE STYLE DESIGN**



The images on this page indicate examples of “Colorado Craftsman design.”

## EUROPEAN INFLUENCED DESIGNS



French Country



Tudor



Mediterranean



Mediterranean

The images on this page indicate examples of “European Influenced Designs.”

## ELEMENTS THAT ARE ENCOURAGED



Nice courtyard entry. Great materials and proportions.  
Nice “natural” approach to a manmade structure.  
Draws the eye to the entry point.



Nice entry. Great materials and proportions.  
Arch in Truss echoes the arched window.  
Width to height proportion feels good.  
The homes “best” materials are present in the most public location.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



- Nice entry with attention to detail that draws the eye.
- Great materials and proportions are pleasing.
- The covered porch pulled forward is the focal point more than the garage doors.



- The entry is pushed back without a porch, but has a nice stone wall courtyard that is a welcoming element.
- Garage doors are pushed closer to the street, but with the use of the siding details and the upgraded garage doors, the view from the street is pleasant.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



- Garage side has more stone than a simple “wrap”. The street materials carry around the sides far enough to create architecture that ties the house together.
- The utility boxes are unfortunate, but are visually minimized by the ample use of the stone and upgraded siding.



- This entry is pushed back but the covered porch is a welcoming element with plenty of detail.
- Double columns rather than a single column with large stone base make the entry porch have a sense of presence while the trim color contrast has a playful nature.
- Finished concrete porch face gives a finished effect to an otherwise utilitarian element.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



- Multiple layers of elevation elements help create interest in the entire elevation. Changes of materials and multiple uses of beam and trim details allows for a great deal of visual interest in a very small home.



- Material mixture and detail elements combined with contrast paint, lend a great deal of curb appeal that appeals to buyers.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



- Same floor plan, but drastically different from entries. Multiple styles of architecture for the same floor plan, but similar level of detail allows for a varied streetscape.



- This side elevation would be fairly mundane without the bump-out. The materials are simple and painted fairly neutral, the white trim and gable help breakup a long expanse of siding.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



- Any negative effects of this predominate garage on this home are minimized with extensive use of detail and material breaks. The shed roof is a particularly successful element.
- The garage doors are painted to blend with the major colors of the home.
- The house has a layered front wing and a high dormer of the deep inset entry to bring attention to the front entry and give it some degree of prominence.



- This elevation has a balanced mix of stucco and stone for materials and a balanced stepping front entry element.
- While the garage has a large amount of freeboard above the garage door, the clipped gable roof with beams and contrast paint reduce the visual impact of the stucco.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



Nice entry to the home through a courtyard.

Courtyard on the “front” of the house is very fitting as a “porch” replacement in the three styles of architecture chosen for Encore.

Houses with views to the front might consider a courtyard with protection as important as a large deck on the back.



Nice entry with a well-proportioned and detailed tower.

Trellis entry provides focal point for entry and for courtyard to the left.

Mix of roofing material helps finish the design statement at the entry.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



Well proportioned elevation.

Tapered stone columns are correct in size for their height and make a nice bold “structural” statement.”

The rounded logs suggest more of a lodge style than a craftsman style.

Stone caps are a must.



Multiple roof lines provide immediate interest from the street.

Mix of materials adds to the interest, especially in the proportions they are used.

Nice stone low wall and posts to front entry. Stone caps finish off the detail.



A bit more rustic look with the mix of lap and vertical type sidings.

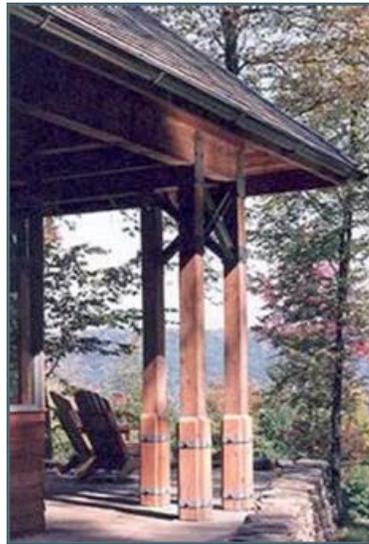
Entry has nice proportion and detail with rough sawn posts and beams set on stone bases with distinctive stone caps.

The shed roof lends itself to breaking up the roof a bit as well as emphasizing the rustic nature of the design.

The stone chimney is also well proportioned and blends with the rustic nature.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



Nicely detailed wood posrts and beams with strong structural lines.



Arches are appropriate for the style and the use of arched windows to accent the arches is a nice touch.

The log columns are a nice blend from clean faced stucco to a more rustic nature.



Style appropriate detailing.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



The garage doors are nicely tucked away under the stone cap between the stone columns.

The brackets and the exposed rafter tails add to the craftsman nature of the design.



The garage doors are nicely detailed and tucked away with extra roof lines supported by strong wood posts on a stone basis.

The header of the garage door is well proportioned and looks structural as it is intended to look.



The long face of the garage is nicely broken-up with the multiple garage doors with style appropriate arches.

The doors are also nicely designed.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



Beautiful balcony with nice lookout beam details.

The door and balcony is protected with a shed roof with nicely detailed wood brackets.

The “ old world” look to the stone veneer makes it look as if the bulding is made of solid stone.



Rather than just a stack sticking up over the top of a chimney, this chimney is made of strong looking stone and capped with a finely detailed spark arrester.



Nice top to the chimney.

Nice brackets and lookout beams help “hold” up the heavy roof materials.

Rounded gutters and downspouts are also a nice detailed “break” from the standard.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



Window looks as if it is set within a nice thick wall.

Header is nice in size but the underside should look as if the header continues back into the interior.



The brackets under the eave suggest structure that is “thru-wall” structure which is a nice detail.

Header over the window is very realistic and style appropriate.



Heavy looking stone needs to sit on a header. This design shows how a true stone wall would look as it sits on a window.



Heavy looking stone needs to sit on a header. This design shows how a true stone wall would look as it sits on a window.

The stone sill is also a nice detail that is also very period specific and style appropriate.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



This dormer shows a nice composition of structural beams, thick fascia boards, intersection with stone at the window sill.

Again, the header over the window, the stone sill below the window and the stone "waterable" cap over the top of the stone is expected of this style.



Rather than just having 3 windows to introduce natural light into the interior, this design makes more of a design statement with a bungalow and brackets.



An interesting mix of materials.

Brackets under a bungalow help breakup a long facade as well as maintain a style with a style appropriate design feature.



Rather than just having a window to introduce natural light into the interior, this design makes more of a design statement with a bungalow and brackets.

The images on this page indicate examples of "Elements that are encouraged."

## ELEMENTS THAT ARE ENCOURAGED



The 2 foot strip of stamped, colored concrete go a long way in providing an “upgrade” detail to an otherwise boring gray concrete drive without breaking the bank.



This elevation is of a garage. Although there may not be a bump-out of the windows to break up the elevation, there is plenty of detail to catch the eye.

Board-n-batten siding with a nice transition of color from the stucco, along with a wrapped stone column of substantial size and a continuous and wrapped base of stone with a waterable stone typical.



This detail is of the side of a home. The designer and owner took the care to make sure this elevation had plenty of detail as nice as the front of the home does.



Another boring roof that is “upgraded” with the use of a shed dormer.

The images on this page indicate examples of “Elements that are encouraged.”

## ELEMENTS THAT ARE ENCOURAGED



Nice detail for finishing off the under side of the apex of a gable roofed wall on a craftsman style design.

The mini truss with beams and the protruded vent with brackets break up what would have otherwise been a dull spot in this design.



Another example of doing something nice with an end gable rather than just a big triangle filled with stone or stucco.

The design would have been nicely finished with a structural looking header holding up the large amount of stone over the window.



Shutters are a distinct design feature in this home.

The color contrasts nicely with the surrounding stucco.

The shutters are arch shaped to match the arch of the window.

The shutters look as if they are each exactly 1/2 of the width of the window so that if they were shut, they would create a nice fitted closing.



Again, another nicely detailed shutter design.

The images on this page indicate examples of "Elements that are encouraged."

## ELEMENTS TO AVOID



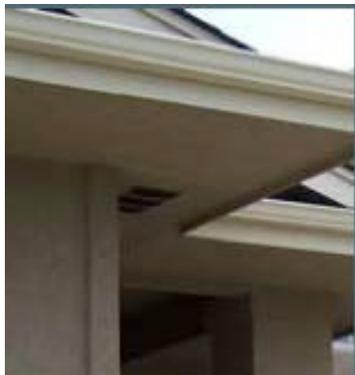
These shutters are “ticky tack” only. They should hint at actually being able to cover the window in case of storm as originally intended.

The headers and sills are not sized appropriately and a wood sill looks somewhat odd.

The roof design of providing a mid-wall shed on a gable end wall and intended to be a Dutch hip, is not style appropriate.



Again, the shutters are mid-sized. However, the use of the brick for an arch over an arched window is good.



EIFS and stucco shouldn't be “trimmed” at the corners or around other building elements such as windows, doors or stone watertables. This is a wood siding detail typically.



At first glance this design looks nice, but there are some elements that may need to be adjusted:  
Do show the appropriate size and shape of shutters.  
Don't just have a hint of a balcony at a window; have a real balcony.  
Don't stop stone in the same plane as the stucco.  
Do wrap the stone around the corner rather than leaving it as an applied look only.

The images on this page indicate examples of “Elements to avoid.”

## ELEMENTS TO AVOID



These columns look too tall and thin to support the roof and hold up the deck. Structurally there isn't a problem, but proportionately they look awkward.



The gable form suggests entry, but not to the front door. The columns are too thin. The railing is not an appropriate balustrade. The front door looks a bit "off the shelf". The choice of materials doesn't inspire one to enter.



Columns at entry are too tall and lack lateral supporting members, and the space over the entry door window is out of scale. The shutters don't work well in size, style, material or color. The railings for the balconies should match, but not match the bottom balustrade.



Columns are too thin and the roof looks too heavy. The use of an end gable that shows a "scissor truss" was used in supporting the roof should be avoided as this isn't style appropriate and is otherwise not attractive.

The images on this page indicate examples of "Elements to avoid."

## ELEMENTS TO AVOID



Awkward roof lines coming together.



The shed piece of roof similar to a Dutch Hip should be avoided for style appropriateness as well as it is an expensive detail for no better of an image that it creates.



The signage in the window is the best part of this design. The trimmed arch is to be avoided, the stamped aluminum garage door is also something that doesn't aid the design but very much detracts from it.



This type of clerestory should be avoided.



This type of detail will not make it through the architectural review process at Encore.

The images on this page indicate examples of "Elements to avoid."

## ELEMENTS TO AVOID



Flat stone transition to stucco shows lack of depth and planning.

Multiple roof lines at odd pitches should be avoided.

Shutter is too narrow for window size.



Masonry should carry above the garage doors.

Garage doors should make a design statement.

Round fake vents don't fit with any of the architectural style options.



Masonry should carry over garage door.

Vent/dormer is not necessary and is in poor taste.



Garage doors are acceptable, but arched windows don't seem to fit the rest of the image of the building.

Roof form/fascia doesn't fit with acceptable styles.



Palladian arch/entry with spindly columns are out of character and out of proportion.

The images on this page indicate examples of "Elements to avoid."