

# The Wellington and Lincoln Park Neighborhood Design Standards

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## **1. Statement of Intent**

It is the intent of these standards to provide direction to owners for the improvement of their properties, to establish thresholds for design quality and the suitable application of materials, and to insure sensitivity to Wellington Neighborhood and Lincoln Park residents. Compliance with the spirit of these standards is crucial in maintaining quality of life, property values, and visual effectiveness of the neighborhood.

The standards have been written to encourage a variety and diversity of thoughtful design within the neighborhood while at the same time respecting certain existing design patterns that: a) maintain the sense of community and place; b) establish and preserve a harmonious design for the Project; c) protect and enhance the value of the Property, Lots and Units; d) respect the environment. It is not the intent of these standards to burden owners when they chose to improve their property; these standards should guide owners through the design review process to ensure a successful project for you and the neighborhood.

These standards may be amended from time to time and it is the responsibility of the owner to obtain and review all changes. Current copies may be obtained from the Neighborhood Administrator, HOA@aepropertymanagement.com, and on the Wellington Neighborhood Association website, [www.wellingtonneighborhood.org](http://www.wellingtonneighborhood.org).

On applications where an aesthetic interpretation is required, the Design Review Committee shall be guided by the Town of Breckenridge's 9-1-19-5R: Policy 5 (Relative) Architectural Compatibility. The applicable portion of Policy 5R is copied here:

*The Town hereby finds that excessive similarity, dissimilarity, or poor quality design of any building adversely affects the desirability of the immediate area and the community as a whole, and by so doing impairs the benefits of existing property owners, the stability and value of real property, produces degeneration of property with attendant deterioration of conditions affecting health, safety, and general welfare of the community, and destroys a proper relationship between the taxable value of real property and the cost of Municipal services provided therefor. Features of design include, but are not limited to, size, shape, scale, proportions, solid to void ratios, texture, pattern and color of materials, and architectural elements and details.*

## 2. Design Review Procedures

- 2.1 Step One: Determine if your project requires approval from the Design Review Committee (DRC) and the Town of Breckenridge (TOB). (This may require a visit or phone call to the Town Planning Department, 970-453-5303 x704, before your submittal to the DRC.) Please see Appendix 5.5 for TOB rules.

Changes Requiring Approval: Any and all "Exterior Modifications" to your home and/or property, including landscaping. Essentially, this includes construction, installation or placement of any improvements of a permanent nature on your property.

Please note: Interior Modifications to your home, although not requiring DRC approval, may require TOB Planning and/or Building Department approvals. Call or meet with a planner to be sure.

### Examples of improvements that require DRC review and approval:\*

- Building a garage, shed, fence, or deck or patio.
- Additions or alterations to the exterior of the home
- Replacing existing siding, windows, doors, garage doors, or roofing when the replacement is a different material, size, shape, and/or color than that of the existing material (i.e. other than normal maintenance).
- Planting or removing trees (see suggested trees species in Appendix 5.4).
- Adding a parking pad. (Parking pad must meet TOB standards.)
- Adding solar panels to a roof.
- Adding underground sprinkler systems.
- Replacing or adding exterior lighting fixtures.

### Examples of improvements that do not require DRC review and approval:\*

- Interior modifications to your home.
- Planting or hanging annual flowers.
- Planting perennial plants
- Temporary holiday decorations.
- Replacing existing siding, windows, doors, garage doors, or roofing when the replacement is *exactly* the same material, size, shape, or color of the existing (i.e. normal maintenance).
- Laying sod
- Installing rain gutters and downspouts when they meet the requirements of section 4.19

\*The lists above only provide examples of improvements; exclusion from this list does not mean your improvement does not require DRC approval. Please contact the Neighborhood Administrator if you are unsure whether or not your improvement requires DRC approval. Also, please note that many improvements may also be subject to Town of Breckenridge approval and may also require a building permit.

- 2.2 Step Two: Prepare required materials to submit to the DRC for review

Your application to the DRC must include: 1. Standard Cover Letter (see appendix 5.2 and 5.3 for copy) and 2. appropriate drawings (site plan and/or elevations) as described below. Drawings do not need to be prepared by a design professional unless required by TOB for permitting.

The Standard Cover Letter (appendices 5.2 and 5.3) includes all of the following:

1. Description of your proposed exterior improvements for review by the DRC and, if required, initial review by the TOB Planning Department.
2. Location of your improvements. Copies of your property's Improvement Location Certificate (ILC) or platted site plan can be obtained from the TOB Planning Department. Also, any recorded property easements can be obtained.
3. Proposed materials
4. Proposed colors
5. Construction schedule
6. Phasing plan (if applicable)

The Standard Cover Letter shall include a site plan and elevations, if appropriate. These plans must meet all of the following requirements:

1. Plans must be presented in a legible format, be scalable and accurate.
2. Plans must be to scale. The site plan shall be drawn at a scale of one inch equals twenty feet (1" = 20') or one inch equals ten feet (1" = 10'). 1" = 10' is preferred.
3. Site plans should include as needed:
  - a. Your name, property address, and legal description of your property.
  - b. Property lines.
  - c. Dimensions.
  - d. Structures, existing and proposed.
  - e. Existing natural features.
  - f. Grading plan with existing and proposed topography (if applicable).
  - g. Location of landscape materials to be planted or removed.
  - h. Description of how any material to be removed is being disposed.
  - i. Any existing public utility pedestal or easements.
4. Elevations should be provided for any proposed improvement that is not at grade level.
5. Plans for lots that are not yet landscaped should include all details for the proposed landscaping and irrigation.
6. Photographs (if applicable) are helpful to present proposed improvements such as picket design or to show neighbors' fences to be matched.

### 2.3 Step Three: Submit your application to the DRC

Mail your application to the Wellington Neighborhood Administrator at PO Box 4622, Breckenridge, CO 80424, or preferably via PDF to the email provided below, before close of business three business days before a Design Review Committee meeting; meetings are currently held on Mondays. For a schedule of when the Design Committee meets, consult the Wellington Neighborhood Association website, [www.wellingtonneighborhood.org](http://www.wellingtonneighborhood.org), or contact the Neighborhood Administrator, 970-453-2334 x2, [HOA@aepropertymanagement.com](mailto:HOA@aepropertymanagement.com).

### 2.4 Step Four: Await a decision from the DRC

The standard of review for your application shall be as set forth in 1.0 Statement of Intent (above). A practical time limit may be subject to the number of applications to be reviewed. Additional time may be applied due to the volume of applications received and their complexity. Incomplete applications may be delayed until the next scheduled meeting. You may contact the Neighborhood Administrator, to check the status of your submittal after 30 days.

The DRC meets every 3 weeks during May-October (see [www.wellingtonneighborhood.org](http://www.wellingtonneighborhood.org) for the scheduled dates). During these meetings, the DRC will visit the subject property and deliberate on the application. In most cases, the applicant will receive a response from the Neighborhood Administrator within one week of the meeting date with one of the following:

1. Approval of your application as submitted or
2. Denial of your application as submitted or
3. Request for further information on your application or
4. Approval of your application with conditions.

You will be required to meet the terms of the Conditions set forth in the Final Approval to commence work on your improvement, or you may choose to modify the initial improvement proposal and resubmit an application to the DRC following the same procedure as the original submittal.

Remember, in addition to DRC approval, the Town of Breckenridge (TOB) may have codes that need to be adhered to and additional permits may be required before beginning any work. The TOB should be consulted as part of the planning process. (See Appendix 5.5)

## 2.5 Step Five: Commencement and Completion of Construction

Upon receipt of approval from the DRC, you shall obtain any required permits from the Town of Breckenridge and then begin construction/alteration pursuant to the approved DRC application. If you fail to commence construction/alteration within the same building season of your approval or fail to communicate a change in your construction schedule to the DRC, your DRC approval shall be deemed automatically revoked and new approval must again be obtained prior to the commencement of any improvement.

Your improvements must be completed within the time approved on your application or you must communicate a change in construction schedule to the DRC within 2 weeks of the approved schedule to avoid penalty.

Please notify the DRC or administrator upon completion of your improvement. The DRC will verify that your improvement is consistent with the approved plans.

## 3. Definitions

- 3.1 "Front Wall": The "Front Wall" shall be any wall (and a building may have more than one "Front Wall") facing a sidewalk, green, public road and/or alley.
- 3.2 "Front Yard": A yard extending between the side lot lines across the full width of the lot and lying between the front lot line and any portion of any structure on the lot. In those instances where a lot abuts two (2) streets, such as a corner lot or a double frontage lot, the DRC shall designate which yard constitutes the front yard, based on existing development patterns within the neighborhood.
- 3.3 "Side Yard": A yard extending between the front and rear lot lines along the full width of the lot and lying between any side lot line that does not abut a public way and any portion of any structure on the lot.
- 3.4 "Back Alley": A yard extending between the side lot lines across the full width of the lot and lying between the rear lot line or alley and any portion of any structure on the lot.

- 3.5 "Site plan": A scalable drawing of your property with existing and proposed improvements, your address and the legal description of the lot. The site plan shall include labeled property boundaries, any easements, buildings, landscaping and utility structures. Lot plans are available (at no charge for deed restricted properties) from the TOB Planning Office in Town Hall or for a fee from Tetra Tech (Phase 1 Wellington). Summit Land Surveying did the work for Phase 2 Wellington and some of Lincoln Park. The rest of Lincoln Park was done by Baseline Surveys LLC.
- 3.6 "Sidewall Height": The distance from finished grade or existing grade, whichever is more restrictive, to the bottom edge of the roof fascia at the eave condition.

## **4. Standards**

### 4.1 Governing Documents

The Governing Documents can be found at [www.wellingtonneighborhood.org](http://www.wellingtonneighborhood.org). If conflict occurs between this document and the Governing Documents, then the provisions of the Governing Documents shall prevail.

### 4.2 Patios

Patios are prohibited in any Front Yard. Patios are also prohibited in any area ten feet (10') behind the plane formed by the Front Wall of the house; however, the Design Review Committee may approve patios located in such areas if the patio is: i) designed to be consistent with neighborhood architectural character; ii) located behind an adequate landscape buffer so it is well screened and not readily visible from the adjoining green and/or street; and, iii) located so as to protect the privacy of immediately adjoining neighbors and so as to not be directly visible from an immediately adjoining front porch; or iv) is proposed on a double home lot where the "Front Yard" may also be considered the "Side Yard".

### 4.3 Landscaping

DRC approval is required for landscaping that involves change in grade, elevation or drainage, especially landscaping beyond plantings in the "Front Yard" (as defined in section 3.2). Approval is needed for walkways, patios, retaining walls, and rock placement. Approval is NOT required for simple laying of sod nor for planting annual or perennial plants. A list of suggested native plantings can be found in Appendix 5.4. (See Appendix 5.5 re: TOB rules.)

### 4.4 Fences

#### 4.4.1a Wellington Neighborhood Fence Construction

Material: Fence pickets may be made of natural wood (cedar, etc) or a plastic with wood texture.

Color: The fences shall be painted or stained to match Burbury Beige #8671W – Kwal Liquid Vinyl as closely as possible. Materials that do not require painting will match Burbury Beige #8671W – Kwal Liquid Vinyl as closely as possible.



Pickets styles: Picket style must be approved by the DRC. Picket style must be consistent within a fenced in area (i.e. you may only use 1 picket style in your fenced-in area). The DRC will consider adjacent fencing picket styles when approving the proposed style. 6" wide pickets are permitted in side and back yards only. 4" wide pickets must be used in front yards.

Gates: Gates must be constructed with the same materials as the fence, remain the same height as the fence, and maintain the same picket spacing as the fence. Double-door gates are subject to approval by the DRC.

#### 4.4.1b Lincoln Park Fence Construction

Material: Fence pickets and posts must be made of Rough Sawn Cedar.

Color: The fences shall be stained Sherwin Williams Exterior Woodscapes Semi-transparent Flat Colonnade Gray. This is a custom color – see Appendix 5.8 for color formula.

Fencing styles: See Appendix 5.7 for the 4 pre-approved fencing styles for Lincoln Park. Custom styles may be proposed by the applicant but hog wire, diagonal brace or other Porch Railing styles are not permitted for fencing. Picket style must be consistent within a fenced in area (i.e. you may only use 1 picket style in your fenced-in area). The DRC will consider adjacent fencing picket styles when approving the proposed style.

Gates: Gates must be constructed with the same materials as the fence, and maintain the same picket spacing as the fence. Double-door gates are subject to approval by the DRC.

#### 4.4.1c Other guidelines:

1. The depth at which posts are seated should be appropriate for the fence post height, with concrete footing preferred. The commonly accepted standard is one-third (1/3) of the height of the post should be underground and placed in concrete; i.e., a post thirty inches (30") above ground should have fifteen inches (15") in the ground with concrete poured around the base.
2. Fence lines must be aligned in a straight line.
3. Picket tops must line up appropriately. Also, lower edges of pickets should not be at ground level, rather up to a few inches above ground to prevent rotting of lower picket edges.
4. All jogs, corners, turns of fence must be explicitly delineated on the site plan drawing plus the objects/reasons for the jogs should be delineated or described.
5. The outside face of the pickets must face outward toward alleys, streets, parking spaces and neighbor's property as applicable.

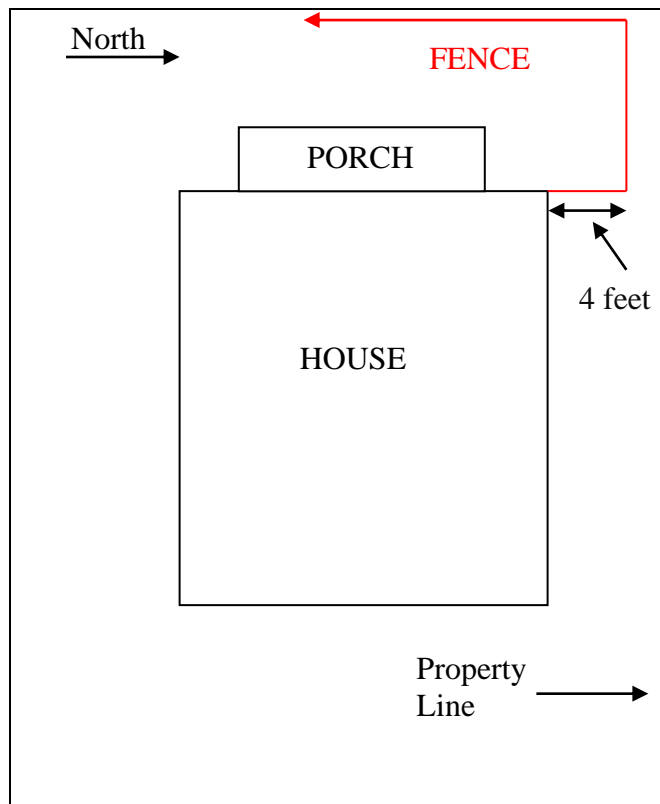
#### 4.4.2 Front Yard Fence

The fence shall be placed on the front property line, abutting the green where applicable. Any fence that defines the front yard property lines shall be no taller than thirty-six inches (36") high. Front yard picket spacing can be no less than 25%\* of the picket width. For example four-inch (4") pickets would be spaced not less than one inch (1") apart. "Front yard property lines" shall be deemed to include all property lines (front or side) that are in the Front Yard defined above (in section 3.2).

A fence that separates the front yard from the back yard: i) may be not more than fifty-six inches (56") high with picket spacing no less than 25%\* of the picket width; ii) shall begin at least at, if not behind the plane formed by the Front Wall of the house (as defined in section 3.1). Fences of more than thirty-six inches (36") height must be at least ten feet (10') or more behind the front plane of the house; and iii) in no event shall the fence dissect any porch or window on any property.

The portion of the fence forward of the Front Wall of the house (excluding the porch) must be on your property line or four feet (4') from the side wall of your house, whichever is less. (See illustration below.)

\*The DRC may approve spacing less than 25% when the intent is to match an existing fence with spacing less than 25%.



#### 4.4.3 Fences Abutting Roads, Greens, Open Spaces or Rights-of-Way

In cases where owners choose to install fences with frontage on a private road, green, neighborhood open space or Town Right of Way, picket fencing is required; i.e. a privacy fence is not permitted. The fence shall be placed on the property line abutting the road; however, the DRC in conjunction with the Town of Breckenridge may on a case by case basis approve fence locations closer to the road and within the Town right of way; however, in such event, the applicant shall maintain the property within the fenced area, obtain an Encroachment License Agreement from the Town, and assume all risk for any damage to Homeowner Association irrigation systems. A fence adjoining a road that defines the side yard property lines or utilizes Town of Breckenridge right of way shall be no taller than thirty-six inches (36") high with picket spacing can be no less than 25% of the picket width. The fence must terminate not less than 7' from the edge of the alley.

#### 4.4.4 Side Yard Privacy Fence

A fence that provides privacy between two homes (including double houses) and which runs parallel to the side yards of the homes may be no more than seventy-two (72") high; provided that the fence does not extend into the Front Yard. This is the only place where fence pickets may be flush to one another without any spacing between pickets. The Side Yard Privacy Fence shall not be less than seven feet (7') from the edge of the alley and must be outside the seven foot (7') snow stacking easement. (See Appendix 5.5 re: TOB rules.)

#### 4.4.5 Back Yard Fence

A fence that defines the back yard, running parallel to the alley and perpendicular to the side yards of the property may be no more than 56" high. Back Yard picket spacing can be no less than 25% of the picket width. All Back Yard Fences shall not be less than seven feet (7') from the edge of the alley and must be outside the seven foot (7') snow stacking easement.

#### 4.4.6 Existing Easements

Town ordinances and landowner's rights must be respected. If an application for a new fence proposes the south-facing fence to be attached to the neighboring house, the following steps are required by the DRC:

- a) The DRC application must include a signed letter from the neighbor whose easement is being used.
- b) The TOB may require that both the Applicant and the Neighbor sign the TOB Class D application or submit separate Class D applications to the Planning Department.
- c) A separate, private encroachment easement, granting access and allowing the fence on the neighboring property, should be drawn and recorded at the County with a copy filed at the Town of Breckenridge. This new recorded easement would run with the property in perpetuity until it is mutually abandoned.

#### 4.5 Decks

Decks are only permitted behind the Front Wall of a home. In those instances where a lot abuts two (2) streets, such as a corner lot or a double frontage lot, the DRC shall designate which wall constitutes the Front Wall, based on existing development patterns within the neighborhood.

The DRC recognizes that decks raised more than 18" above the ground plane will most likely have guardrails, will have a greater visual impact on the neighborhood and could infringe upon neighbor's privacy. As such, the DRC will evaluate these applications on a case-by-case basis and with a higher level of scrutiny than decks that are close to the ground plane.

Materials and colors should be selected to match existing porches and railings and are subject to DRC approval. The DRC may request material samples when an applicant is proposing a synthetic deck material.

Lattice Screening is required to be installed on the perimeter of a deck when the deck is greater than one foot (1') above grade. The standard screening method in Wellington is lattice, painted the standard house trim color. The standard screening method in Lincoln Park is horizontal slats with gaps between boards. All other proposed screening methods/materials will be evaluated on an individual basis by the DRC.

Decks may be subject to TOB Building Department approval. (See Appendix 5.5 re: TOB rules.)

#### 4.6 Parking Pads

All parking pads must be paved and may be constructed with paving materials approved by the TOB (typically concrete or asphalt). All materials are subject to DRC approval. Two (2) strips of paving material no less than twenty-four inches (24") wide each are acceptable. Gravel parking pads are prohibited. Parking pads shall be no less than nine feet (9') wide by eighteen feet (18') deep. Parking pads must be placed outside the seven foot (7') snow stack easement. The size and location of a parking pad is subject to DRC approval. Snow storage, landscaping, and drainage should be carefully considered when designing a parking pad. TOB requires a snowstack area adjacent to the pad that is a minimum of 25% of the total area of the parking pad. (See Appendix 5.5 re: TOB rules.)

#### 4.7 Accessory Buildings

All accessory buildings, including but not limited to, Sheds, Garages, Garage with Bonus Rooms and Carriage Houses shall be located at the rear of the lot not less than seven feet off of the alley and will require TOB approval. The Wellington Neighborhood Master Plan, Phase 1 and 2; and Lincoln Park Masterplan (on file at the TOB) dictates the allowed width, depth and height of garages, garages with bonus rooms, and carriage houses.

## 4.8 Garages

Garages shall be built consistent with the specifications shown below, unless otherwise approved by the DRC. Garages shall use siding, trim, colors and roofing material identical to the main house. Garage doors and garage man-doors must be painted the primary or "body" color of the house and garage (i.e. garage doors may not be painted the color of the trim), except in Lincoln Park the garage human doors and overhead doors must be painted the third "accent" color.

Where living space is associated with a Garage (Carriage Houses and Bonus Rooms), the size of the living space must conform with the dimensions set forth in the applicable Masterplan and re-stated below. However, the non-living car-parking portion of the garage may be larger than the living space above. 3-car garages are not permitted under any circumstances.

### 4.8.1 Standard 1-Car Garage

Garages shall be built consistent with the specifications shown below, unless otherwise approved by the DRC. Garages shall use siding, trim, colors and roofing material identical to the main house. The standard 1-car garage is 12' x 22'. Garages are allowed a maximum sidewall height (as defined in section 3 and set forth in Appendix 5.9) of thirteen (13) feet.

### 4.8.2 Standard 2-Car Garage

Garages shall be built consistent with the specifications shown below, unless otherwise approved by the DRC. Garages shall use siding, trim, colors and roofing material identical to the main house. The standard 2-car garage is 22' x 22'. Garages are allowed a maximum sidewall height (as defined in section 3 and set forth in Appendix 5.9) of thirteen (13) feet.

### 4.8.3 Garage with Bonus Room

The Garage with Bonus Room shall: a) be built consistent with the specifications shown below, unless otherwise approved by the DRC; b) shall not have a kitchen (a kitchen shall be defined as a space used for food preparation that has either a full size refrigerator or a range i.e. gas lines and 220V utility feeds are only permitted for boilers and heating systems, or in compliance with current TOB code; c) the main house plus the garage with bonus room shall not be occupied by more than three (3) unrelated persons; d) the finishes for a Garage with Bonus Room shall use siding, trim, colors and roofing material identical to the main house; and e) the Garage with Bonus Room shall not be rented for less than six months as provided in the Declaration.

The living space portion of the Bonus Room shall not exceed 22' x 22'. Bonus Rooms are allowed a maximum sidewall height (as defined in section 3 and set forth in Appendix 5.9) of fourteen (14) feet.

#### 4.8.4 Carriage Houses (market rate lots only)

Carriage Houses are allowed a full kitchen, and are permitted on those market rate lots where there is sufficient space for one additional parking space beyond what is required for the main house. The Carriage house shall: a) not be subdivided from the main house; b) the finishes for a Carriage House shall use siding, trim, colors and roofing material identical to the main house; and, c) the Carriage House shall not be rented for less than six months as provided in the Declaration.

The living space portion of the Carriage House shall not exceed 24' x 24'. Carriage Houses are allowed a maximum sidewall height (as defined in section 3 and set forth in Appendix 5.9) of sixteen (16) feet.

#### 4.8.5 Attached Storage

Infilling the space underneath exterior stairs leading to Bonus Rooms or Carriage Houses and/or to add a single-story attached shed to the side of a Garage, Bonus Room or Carriage House may be allowed and will be reviewed on a case-by-case basis; however, applicants are encouraged to follow these guidelines:

- a) Attached storage may be accessed from the exterior side or from inside the garage. If accessed from the exterior, doors must be painted the primary or body color of the house and garage.
- b) Under-stair storage shall infill and align with the footprint of the stairs and landing.
- c) Attached sheds shall have a shed roof (single slope),
- d) Attached sheds shall project a maximum of 4' from the main wall of the garage
- e) Attached sheds shall be shorter in length than the main wall of the garage.
- f) Attached storage on the side of a garage must meet minimum set backs from the side yard property line and may not impede any parking space.

#### 4.8.6 Detached Sheds

Sheds shall use siding, trim, colors, and roofing materials identical to the main house. Pre-fabricated sheds are allowable only if they are finished with these materials such that they are indistinguishable from a site-built unit. Sheds must have a single gable roof form consistent with the main house. No gambrel or dutch roofs. TOB allows up to a 96 square foot shed without a foundation. Any shed larger than this will be evaluated similar to a garage."

#### 4.8.7 Garage Overhead Door Standards

All Garage doors must be Overhead Steel Insulated Sandwich Panel Doors without window lites. Doors must be woodgrain textured and raised panel embossed – see images below. 7'-0" and 8'-0" door heights are permissible. Single-car doors are to be 9'-0" wide. Double-car doors are to be no more than 18'-0" wide. In the Wellington Neighborhood, doors must be painted body color. In Lincoln Park, doors must be painted body color or third "accent" color.



## C.H.I. Raised Panel Steel Series



Short Panel



### 4.9 Exterior Colors and Materials

#### 4.9.1 Exterior colors

A homeowner must submit an application to the DRC to change the color scheme of their property. No more than 3 different colors may be used on a property: In the Wellington Neighborhood, the 3 colors are body, trim and, on homes where an appropriately detailed material change occurs, a third accent color. In Lincoln Park, the 3 colors are body, trim and a third accent color for garage and human doors. The DRC will consider: a) adjacent property color schemes, and b) increased or decreased maintenance resulting from the color change while reviewing applications.

Applicants must provide color swatches with their application for all proposed colors. (See Appendix 5.5 re: TOB rules.)

#### 4.9.2 Exterior Materials

All exterior new construction and/or improvement materials shall match those used on the existing home. Any proposed changes to the exterior materials of the home are subject to DRC approval and will be considered on an individual basis. Basic repairs to exterior finishes using identical materials do not require approval." (See Appendix 5.5 re: TOB rules.)

#### 4.10 Exterior Lighting

All exterior lighting, including porch and garage lights, must meet the following requirements:

1. Only fully shielded, downcast, opaque fixtures with no portion of bulb visible are permitted.
2. High efficacy bulbs no greater than 950 lumens and with a color temperature not to exceed 4000K.

#### 4.11 Roof Materials

Asphalt shingles are the preferred roofing material for all structures in the Wellington and Lincoln Park Neighborhood. Alternative roofing materials are subject to DRC approval and shall be considered on individual merit with particular consideration given to the quality of materials, color, pattern, and warranty. (See Appendix 5.5 re: TOB rules.)

#### 4.12 Windows and Doors

Window and door style and size are subject to DRC approval when replacement is not an exact duplicate of the existing windows and doors.

Window frames must be factory standard "white" color. Operable windows are recommended.

In the Wellington Neighborhood, Front/Entry-way doors are required to be stained wood or DRC-approved color. Only back, side, and garage man-doors may be made from metal and must be painted to match the primary or "body" color of the home or DRC-approved color.

In Lincoln Park, Front/Entry-way doors, back, side, garage man-doors and garage overhead doors must be painted the "accent" color of the home.

Storm Doors: The following storm doors have been pre-approved by the DRC and do not require further approval:

Storm and screen doors may be wood Vintage Woodworks ([www.vintagewoodworks.com](http://www.vintagewoodworks.com)) style #7151, 7190 or 7123. Vintage Woodworks doors come unfinished and without hardware. These storm and screen doors must be stained to match existing front door stain color. Screens and screen frames must be charcoal color. Screens must be maintained, free from rips and tears.

Prefinished aluminum storm doors are acceptable if a) the door is over 75% glass allowing clear sight of the main stained wood door; and b) the door is of high quality, dent resistant construction. Aluminum doors that have been approved based on the criteria above are the Andersen Series 3000, the Andersen Series 2000, and EMCO 300 Series Triple-Track. The Andersen Series 4000 would also meet the criteria above.

Any storm door not included on the list above requires DRC approval. A cut sheet, brochure, or similar document of the exact door proposed is required for DRC approval.



#### 4.13 Solar Applications

While approval from the DRC and the TOB is required, energy-saving features and active solar applications are encouraged whenever possible. Solar panels, when used, shall be integrated with the roof form to be as unobtrusive as possible. Solar panels must be roof mounted and shall be flat glass with frames colored to match adjacent surfaces and shall be installed flush with the roof line. Special consideration shall be given to color, finishes, and reflective aspects of solar panels as they may affect neighboring homes. All exposed conduits and electrical equipment must be painted to match the adjacent house paint colors (body and trim). (See Appendix 5.5 re: TOB rules.)

#### 4.14 Wind Turbines

No ground supported wind turbines may be erected or maintained on any property. Wind turbines are permissible when mounted on a garage roof only with the DRC and the TOB approval. Turbines mounting hardware should be colored to match the color of the roof shingles whenever possible. Noise levels from the wind turbine may not exceed ambient noise levels of the site; applicants may be required to provide noise level data measured from areas around the site and from the turbine itself.

#### 4.15 Satellite Dishes

Satellite dishes and high-speed internet antennas shall be mounted to minimize visual impact to adjoining property owners whenever possible. Satellite dishes mounted on or near the front façade of the home are highly discouraged. Installation of satellite dishes and high-speed internet antennas shall be approved by the DRC and the TOB. Only one satellite dish is allowed per home.

#### 4.16 Hot Tubs

Hot Tub style, size, and placement are subject to DRC approval. Hot tubs with a capacity greater than 6-people or 450 gallons (whichever is greater) are prohibited. The DRC may require the applicant to shield a proposed hot tub from neighboring homes and streets or alleys with a permanent structure or landscaping. (See Appendix 5.5 re: TOB rules.)

#### 4.17 Outdoor Play Structures

Outdoor play structures taller than 9' tall require DRC approval. Such structures must be constructed primarily from natural materials and colored to compliment the surrounding natural environment or built environment. The DRC may require approved structures taller than 9' tall be fenced in to protect the safety of all neighbors.

#### 4.18 Exterior Speakers

Exterior speakers should be recessed or installed so they are not highly visible to pedestrians from the property line. Surface-mounted speakers or grills should be white or colored to match the trim on the house. Speakers must be operated in compliance with the TOB noise ordinance at all times.

#### 4.19 Gutters

Gutters must be colored white or colored to match the trim of the house where installed, in which case they do not require DRC approval.

#### 4.20 Miscellaneous

##### 4.20.1 Trash/Recycle Receptacles

It shall be the duty of all homeowners and all tenants producing or having garbage, to provide and keep watertight garbage cans of galvanized metal or other nonabsorbent material in which all garbage shall be kept. All garbage shall be placed and kept in such cans until it is hauled away.

All garbage cans and similar refuse receptacles that do not have a latching mechanism which keeps the lid tightly closed against the can or receptacle and which prevents access to the contents of the can or receptacle by wildlife shall be stored inside a home, garage, building or shed. The TOB also has specific requirements for trash/recycle receptacles.

##### 4.20.2 Real Estate Signs

A homeowner may have one real estate 'for sale' sign on their property in compliance with the following guidelines:

- Sign not to exceed four(4) square feet
- The sign must be removed within five (5) days after the sale of the property.

##### 4.20.3 Other Signs

See Appendix 5.5 re: TOB rules. Homeowners may have political signs in their yard, not to be posted on structures or trees. Temporary construction signs are permitted when approved by the DRC. No signs may be displayed on association property or Town rights of ways.-

##### 4.20.4 Clotheslines

DRC approval is required for placement of exterior clotheslines. It is preferred that these lines be located to be visually unobtrusive as possible and also be retractable or removable. They must be placed only in the backyard of the house, facing the alley. For lots abutting a street on the side of the property, it is preferred that clotheslines be placed on the half of the lot farthest away from the street.

## Appendix 5.1

### Design Review Application Checklist

#### 5.1 Design Review Application Checklist

- Determine if your project requires approval from the DRC and TOB.
- If approval is required, prepare required materials to submit to the DRC for review:
  - \_\_\_ Standard Cover Letter
  - \_\_\_ Appropriate drawings, photos, site plan and/or elevations
  - \_\_\_ If a neighbor's easement is being used for a fence, obtain a signed letter of permission from the affected neighbor to submit to the DRC with your application.
- Submit your application to the DRC.
- Upon receipt of approval from the DRC, obtain any required permits from the TOB, then begin your planned construction/alteration observing any conditions set forth in the Final Approval.
- Complete your improvements within the time approved on your application or communicate a change in schedule to the DRC.
- Notify the DRC or administrator upon completion of your improvement.

**WELLINGTON and LINCOLN PARK NEIGHBORHOOD  
APPLICATION FOR DESIGN REVIEW**

The Design Review Committee (DRC) will receive all of the following information and may call or walk your property to get a better sense of the project. Please be sure to provide a phone number or an email address where you can easily be reached. The DRC may contact you prior to meeting to clarify any part of your application in order to streamline the approval process.

In addition to the following information, application shall have attached a site plan of your lot and elevations (if applicable to the improvement).

DATE SUBMITTED: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

1. Description of the improvement: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Description of materials to be used: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Colors to be used: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

4. Anticipated start and Completion date: \_\_\_\_\_

\_\_\_\_\_

5. Location on property and dimensions: (show on site plan) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**WELLINGTON and LINCOLN PARK NEIGHBORHOOD  
APPLICATION FOR DESIGN REVIEW – FENCES ONLY**

The Design Review Committee (DRC) will receive all of the following information and may call or walk your property to get a better sense of the new fence. Please be sure to provide a phone number or an email address where you can easily be reached. The DRC may contact you prior to meeting to clarify any part of your application in order to streamline the approval process.

In addition to the following information, application shall have attached a site plan of your lot.

DATE SUBMITTED: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

6. Location of fence on property with heights clearly labeled (also show on site plan)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Picket style: \_\_\_\_\_

8. Picket spacing: \_\_\_\_\_

9. Picket size: \_\_\_\_\_

10. Picket material: \_\_\_\_\_

11. Color: \_\_\_\_\_

12. # of gates: \_\_\_\_\_

13. Gate location(s): \_\_\_\_\_

## APPENDIX 5.5

### TOWN OF BRECKENRIDGE RULES

The Town of Breckenridge requires a Development Permit for any and all improvements that are not normal maintenance. Most of these permits are approved "over the counter" as you wait. Any planner can tell you which permit you will need. Owners of deed restricted properties pay no permit fees.

The following notes refer to the numbered and indexed sections of the preceding text:

#### 2.1 Step One: Determine if your project requires approval....

At the time of this March 2020 revision, The Town of Breckenridge requires a Development Permit for any and all improvements that are not normal maintenance. Most of these permits are approved "over the counter" as you wait. Any planner can tell you which permit you will need. Owners of deed restricted properties pay no permit fees.

#### 2.4 Step Four: Await a decision from the DRC

In addition to DRC approval, most changes will require Town approval. For additional information about whether a permit is required, the type of permit and the permit process, visit [www.townofbreckenridge.com](http://www.townofbreckenridge.com), click on the *Government* button, then select *Home Improvements & Construction*. The Building Division phone number is 970-453-3180, for Planning Division 970-453-3160. A Notice of Approval will be required by the Town in order to receive a development or building permit.

#### 4.3 Landscaping

TOB approval may be required for landscaping other than laying sod, planting annual or perennial plants. Retaining walls above a certain height may require TOB building permits.

##### 4.4.4 Side Yard Privacy Fence

The TOB may require a building permit and inspections from the Building Department for fences of certain heights in addition to a development permit. Be sure to check with the Town to understand what permit your fence will require.

#### 4.5 Decks

Check with The Town of Breckenridge for requirements for raised deck plans. Typically, foundation and framing design by a licensed structural engineer is required

#### 4.6 Parking Pads

Check with the Town of Breckenridge for snowstack, landscape screening, suitable materials and other requirements for parking pads.

#### 4.9.1 Exterior colors

Check with the Town of Breckenridge for requirements in changing the exterior color. TOB Planning can provide exterior color guidelines.

#### 4.9.2 Exterior Materials

Check TOB approval requirements re: building and/or improvement materials exposed to weather

#### 4.11 Roof Materials

Check with TOB for permit requirements for roofing projects.

#### 4.13 Solar Applications

Check with TOB for approval requirements for solar applications.

#### 4.16 Hot Tubs

Check with TOB for approval requirements for hot tubs. Hot tubs require a Class D Development Permit and a Building permit from the TOB.

#### 4.20.3 Other Signs

Check with the Town Planning Department for approval requirements for signs.