



THE KEN-CARYL RANCH  
MASTER ASSOCIATION  
RULES, REGULATIONS, AND  
PROCEDURES



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## **INTRODUCTION**

This Rules, Regulations, and Procedures document contains the following:

- A summary of procedures for obtaining approval from the Architectural Committee.
- A summary of procedures for enforcement by the Covenant Control Committee.
- A list of specific types of improvements that homeowners might wish to make with detailed information as to each type of improvement.
- A list of rules governing the community.

Rules, Regulations, and Procedures are dynamic in nature. As new issues surface or innovative ideas emerge, new regulations are added, inappropriate ones deleted, and many simply amended or updated. This document supersedes all previous versions. It has been, and will continue to be, revised and updated as needed.

A spirit of cooperation between the Architectural Committee, the Covenant Control Committee, the Master Association Board, and Ranch residents will go far toward creating an optimum environment which will help ensure that improvements and maintenance are compatible with standards established for Ken-Caryl Ranch, will benefit all homeowners, and will protect your financial investments.

If a question ever arises as to the correct interpretation of any terms, phrases, or language contained in this document, the Architectural Committee's or the Master Association Board's interpretation thereof shall be final and binding.

### **A. Master Declaration of Covenants, Conditions, and Restrictions**

Article III, Section 3.07, of the [Master Declaration of Covenants, Conditions and Restrictions](#) requires prior approval of the Architectural Committee before any improvement or alteration may be done to a residential lot or residence.

Improvement or alteration shall mean any structure and all appurtenances thereto of every type and kind, including but not limited to buildings, outbuildings, patios, decks, antennas, driveways, fences, screening walls, retaining walls, landscaping, exterior air conditioning equipment, poles, signs, and painting. If approved, all work must begin within one year from date of approval or approval will be rescinded.

### **B. Authorizations**

Master Association Board of Directors:

Master Declaration, Section 6.05F: To make, establish, and promulgate, and in its discretion to amend or repeal and reenact, such Ken-Caryl Ranch Rules, not in contradiction of this Master Declaration, as it deems proper covering any and all aspects of its functions including the use and occupancy of Association Property. Without limiting the generality of the foregoing sentence, such Rules may set dues and fees and prescribe the regulations governing the operation of Association Property. Each member shall be entitled to examine such Rules at any time during normal working hours at the principal office of the Association.

Architectural Committee:

Master Declaration, Section 8.04: Meetings of the Architectural Committee. The Architectural Committee shall meet from time to time as necessary to perform its duties hereunder. The Architectural Committee may from time to time by resolution unanimously adopted in writing designate one of its members to take any action or perform any duties for and on behalf of the Committee, except the granting of variances pursuant to Section 8.09. In the absence of such designation, the vote of a majority of all of the members of the Committee, or the written consent of a majority of all of the members of the Committee taken without a meeting, shall constitute an act of the Committee.

Covenant Control Committee:

As required in Section 6.05H of the Master Declaration, the Master Association must enforce all covenants, conditions, and restrictions. Article 7-1 of the Bylaws authorizes the Master Association Board to appoint a committee that can exercise the authority of the Board. The Board established the Covenant Control Committee to uphold the governing documents of the Ken-Caryl Ranch Master Association and to ensure enforcement in a fair and timely manner.

**C. Architectural Committee**

The Architectural Committee consists of three or five members, appointed by the Master Association Board of Directors. The address of the Architectural Committee is 7676 South Continental Divide Road, Littleton, Colorado 80127, Attn: Community Standards Administrator or can be reached through the Community Standards Administrator at 303-979-1876, ext. 113. The Architectural Committee and/or its designated representative shall review all applications for improvements and alterations and approve or disapprove, based on the proposed improvement being in harmony with, and not detrimental, to the rest of the community. If deemed appropriate, the Committee may grant a variance to the rules consistent with the Master Declaration of Covenants, Conditions, and Restrictions.

**D. Covenant Control Committee**

The Covenant Control Committee consists of an odd number between 3-7 members, appointed by the Master Association Board of Directors. The address of the Covenant Control Committee is 7676 South Continental Divide Road, Littleton, Colorado 80127, Attn: Community Standards Administrator or can be reached through the Community Standards Administrator at 303-979-1876, ext. 113.

**E. Sub-Associations**

The following neighborhoods have their own architectural control and covenant enforcement which govern these communities:

- |                  |                         |
|------------------|-------------------------|
| Enclave          | Mountain Gate III       |
| Manor Ridge      | Office Park Association |
| North Ranch      | Settlement              |
| Mountain Gate    | Sunset Ridge            |
| Mountain Gate II |                         |

Most neighborhoods also have supplemental declarations. Please visit <https://ken-carylranh.org/residents/neighborhood-subassociations/>.

## I. PROCEDURES FOR APPROVAL AND ENFORCEMENT

### 1.01 General

It is the responsibility of the homeowner to acquire all necessary permits, adhere to Jefferson County regulations, and to notify adjacent property owners. It is also the responsibility of the homeowner to follow these Rules, Regulations, and Procedures.

We assume the work you request is the work that will be completed. All work shall be subject to review by the Architectural Committee. Any unapproved work or violation of these Rules, Regulations, or Procedures shall be subject to Covenant Control Committee enforcement.

### 1.02 Submittal and Approval

It is important that you **DO NOT START WORK PRIOR TO RECEIVING ARCHITECTURAL COMMITTEE WRITTEN APPROVAL.**

Approvals are good for one year from the date approved.

All reviews will be made on an individual basis. It is important to note that an improvement approved on one property may not be approved on another.

Note: Per the [Access to Association Records Amended Resolution 90-05](#) "Records maintained by the Association may be withheld from inspection and copying at the Board's discretion to the extent that they are or concern: A. Architectural drawings, plans, and designs, unless released upon the written consent of the legal owner of the drawings, plans, or designs..."

#### **Submittal**

- Visit our website <https://ken-caryl-ranch.org/residents/property-improvements/> and click on the applicable project title.
- Gather the required documents and a photo of the area where the improvement will be made prior to completing the submittal form. Paint color chips and product samples will need to be submitted in person or by mail.
- Fill out the online form, including projected start and end dates, attach the required supporting documents and submit.
- You may submit a [Hard Copy Application](#) if you prefer and mail to or drop off at the Ranch House.

#### **Review**

- The Architectural Committee is committed to providing an answer whether approved, declined, or more info is needed within 30 Days of the completed submittal date. Submittals missing the basic required information will not be considered complete and ready for review until all requested documentation is received. If the information is not received within 30 days of request the submittal will be declined.
- Requests shall be submitted to the Community Standards Administrator (CSA) by the Tuesday before the scheduled review. Reviews are scheduled approximately every two weeks.

- The Architectural reviews are conducted by the designated Architectural Consultant with the assistance of the CSA every second and fourth Thursdays of each month. Some project requests such as home additions, special paint colors, etc. will require full committee review.

## Results

After the review, homeowners receive an emailed response with one of the following results:

- **Approved:** Your project approval is good for one year from the date approved.
- **Declined:** Your project cannot be approved and will need to be resubmitted with compliant components.
- **Needs More Information:** The Architectural Committee or its Consultant needs additional documentation in order to make their decision.

### 1.03 Rights of Appeal

If a homeowner does not agree with a decision of the designated representative of the Architectural Committee, the Architectural Consultant, regarding their submittal, the homeowner may appeal the decision to the full Committee in person or in writing.

### 1.04 Variances

Master Declaration Section 8.09 Variances. The [Architectural] Committee may authorize variances from compliance with any of the architectural provisions of this Master Declaration or any Supplemental Declaration, including restrictions upon height, bulk, size, shape, floor area, land area, placement of structures, set-backs, building envelopes, colors, materials, or similar restrictions, when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental consideration may, in its sole and absolute discretion, warrant. Such variances must be evidenced in writing and must be signed by at least a majority of all of the members of the Committee. If such a variance is granted, no violation of the covenants, conditions or restrictions contained in this Master Declaration or any Supplemental Declaration shall be deemed to have occurred with respect to the matter of which the variance was granted. The granting of such a variance shall not operate to waive any of the terms and provisions of this Master Declaration or of any Supplemental Declaration for any purpose except as to the particular property and particular provision and in the particular instance covered by the variance.

### 1.05 Enforcement

#### Inspection Policies and Procedures

- Proactive Monthly/Bi-Weekly Neighborhood Inspections  
Drive-by inspections of public areas visible from the street once per month October through April and twice per month May through September. Inspections are conducted Monday through Friday between the hours of 8am to 5pm.
- Large Project Inspections  
Large projects that may require financial planning or restrictive scheduling such as exterior paint, fences, concrete, etc., are conducted annually concurrently with monthly/bi-weekly neighborhood reviews. These conditions may also be reviewed

during proactive inspections throughout the rest of the year.

- **Behavioral Documentation**

If a violation appears to be temporarily reasonable or does not appear to represent the typical behavior for the property (trash cans, stored items, etc.), the violation will be documented and placed on hold until the next review. Should the violation occur again, the Violation Notification Process will be engaged.

- **Complaint Follow-Up**

Verification of a complaint must be done in a consistent manner. Gathering data must be fair and impartial. Compliance verification can be done from the street, greenbelts, or open space. The reporting party may be required to provide evidence of the complaint on the record to the Community Standards Administrator and should include:

- The address of the perceived violation.
- A description and/or photo of the concern including the location on the property.
- The name and contact information for the complainant.
- Should a resident invite staff on to their property or provides photos to validate, they are informed that doing so will put them on the record for the complaint and resolution. These scheduled inspections will be conducted with the written permission of the homeowner to access the property for the date and time permitted.

- **Anonymous Complaints:**

An anonymous complaint will receive a follow-up inspection to verify the perceived violation during the proactive inspection schedule.

- If the violation is verifiable through the inspection process the Violation Notification Process will be engaged.
- If the violation cannot be observed by staff through the inspection process, the complaint will be documented, and no further enforcement will be possible.

### **Violation Notification Process**

- A first letter “rule reminder,” requesting compliance within a specified timeframe relevant to the violation, will be sent to the property owner and tenant (where applicable).
- A second letter which serves as final notice will be sent to the homeowner and tenant (where applicable). This letter indicates the date the violation was again observed informing that a fine may be levied and/or facility privileges revoked; and/or take legal action if the violation is not cured by a specified date.
- A third letter, Public Hearing Notice, will be sent to the property owner no less than 10 days before the scheduled hearing notifying them of the date, time, and location of the hearing. A resident may appear in person or in writing to represent the property.
- A fourth letter will be sent to the property owner after the hearing noting the Covenant Control Committee’s prescribed enforcement and final cure date.
- Should a property remain in violation after the Covenant Control Committee’s ruling, a Fine Assessment Letter will be sent each month until the violation is cured.

## **Enforcement**

Per Master Declaration Section 3.08, the Covenant Control Committee can impose one or more of the following:

- Assess a special charge of fifty dollars (\$50) for each violation. If the fine remains unpaid for a period of ten days or more, it will be applied to a homeowner's dues account and may become a continuing lien against the property. Each month the violation remains uncured, it automatically becomes a new violation with an additional fifty dollars (\$50) monthly fine. No new Notice and Hearing will be given until the violation is cured.
- Suspend the right of such owner and his/her family, guests, licensees, lessees, and invitees to use Association property for a period of not more than thirty (30) days for each violation. Each month the Violation remains uncured, it automatically becomes a new Violation with suspended use of the facilities for an additional thirty (30) days. No new Notice and Hearing will be given until the violation is cured.
- Cause a violation to be cured and charge the cost to said owner.
- Obtain injunctive relief against the continuance of such violation.

## **Exceptions to Procedures**

- Disregarding a denial by the Architectural Committee and proceeding with denied improvement will result in an immediate Hearing Notice to attend a Covenant Control Committee Meeting.
- The Covenant Control Committee may decide a violation requires expediency. A Notice and Hearing may be sent immediately.
- The Covenant Control Committee has the authority to grant variances to violation procedures and policies.
- If a Hearing Notice has been sent and the violation is cured before the hearing date, the violation is considered cured and the owner need not come to hearing. However, if the same violation occurs again a Hearing Notice will be sent immediately, and the case will be heard regardless if the violation is cured.
- If an immediate hearing becomes necessary, we will schedule such and bypass our normal procedures.
- If a resident has been brought to hearing before the Covenant Control Committee, and fined, the Committee decision may remain in effect indefinitely. The resident can be fined \$50 without notice or another hearing each time the violation occurs.
- A resident may request another hearing.
- Committee may adjourn to executive session under qualifying criteria.

## **Deferments**

The following violations are enforced by entities other than Ken-Caryl Ranch Master Association.

- Issues regarding domestic animals (Jefferson County Animal Control 303-271-5070). In some situations, Ken-Caryl Ranch Master Association will send a courtesy letter to the owner regarding the complaint.



- Street Parking including abandoned vehicles (Jefferson County Sheriff non-emergency 303-277-0211).
- Excessive noise may be reported to the Jefferson County Sheriff Department. In some situations, the Ken-Caryl Ranch Master Association will send a courtesy letter to the owner regarding the complaint. (Jefferson County Sheriff non-emergency 303-277-0211).

### **1.06 Questions**

If residents have any questions about the review or enforcement processes, please call the Community Standards Administrator at 303-979-1876, ext. 113 or email at [jennyb@kcranch.org](mailto:jennyb@kcranch.org).

## **II. PROPERTY IMPROVEMENTS**

Following is an alphabetical listing of a wide variety of specific types of improvements which homeowners typically consider installing. All projects submitted for approval require an application form and, unless otherwise specifically stated, detailed drawings, plans, or other applicable information submitted to the Committee and the written approval from the Architectural Committee obtained before the improvements are begun. If you have in mind an improvement not listed below, Committee approval is required.

### **2.01 Accessory Buildings**

**Architectural Committee approval is required.**

Accessory buildings include storage sheds, greenhouses, equipment buildings, or other buildings not directly attached to the residence. Visual impact is considered when locating any accessory building.

Accessory Building Construction Rules

- Height of roof shall not be over 8 feet above ground level to ridge, and the building shall not exceed 100 square feet in floor area.
- The building shall be located 3 feet from any property line or a greater distance as required by County zoning in the neighborhood.
- Applicants are advised to check with the Jefferson County Zoning Department to confirm required set-backs prior to submitting application as zoning requirements vary by neighborhood.
- Any utilities to accessory buildings shall be underground.
- Architecturally enhanced and discreetly placed sheds over 8 feet but less than 10 feet in height will be considered.
- Only one shed/building may be installed per residential lot.
- **Sheds** shall be compatible with the color and architectural style of the house. Roofing and siding material shall match that of the residence.
- **Greenhouses** roof height shall not exceed 8 feet above ground level to ridge, and the building shall not exceed 100 square feet in floor area and must be kept in good repair.

- **Pre-manufactured Sheds, Storage Cabinets, and Storage Chests** over 3' tall require Architectural Approval and shall be placed in an unobtrusive location. Units larger than what is described here shall be defined as a shed.

Submittal shall include:

- ✓ Site Plan showing the proposed location in reference to property line setbacks
- ✓ Photo, rendering and/or manufacturers spec sheet building to be installed
- ✓ A description of dimensions, materials, and paint swatches
- ✓ A photo of the house.

## **2.02 Additions and Expansions**

**Architectural Committee approval is required.**

Additions and expansions altering the exterior of any property will require submittal of detailed plans and specifications for approval by the Architectural Committee. It is the responsibility of the homeowner to acquire all necessary permits and adhere to Jefferson County regulations.

Submittal shall include:

- ✓ Site and grading plan showing location of addition and setbacks
- ✓ Floor plans
- ✓ Exterior elevations
- ✓ Description of all materials and colors including paint chips/swatches
- ✓ A rendering of how the final product is intended to look
- ✓ Engineered foundation plan
- ✓ A review fee of a minimum of \$150 must accompany submittal

## **2.03 Address Numbers**

**Architectural Committee approval is required** if numbers are larger than 6 inches in height.

Address numbers are not allowed on street curbing.

Submittal shall include:

- ✓ A photo of the numbers and their dimensions
- ✓ A photo of the house from the street with the proposed location of the numbers marked

## **2.04 Air Conditioner and Evaporative Cooler Equipment**

**Architectural Committee approval is required.**

No equipment is permitted on roofs or on fronts of homes. Evaporative coolers must be installed on ground or in a first-floor opening.

Submittal shall include:

- ✓ Manufacturer's spec sheet of the unit
- ✓ A photo of the house from the street with the proposed location of the unit marked
- ✓ A description and image of proposed screening

## **2.05 Artificial Turf**

**Architectural Committee approval is required.**

The following rules shall apply:

- Artificial turf shall only be used in backyard applications

- A landscape buffer shall surround the turf area
- Pile height will be a minimum of 1.75”
- Color will be compatible with natural turf and be dual, tri, or quad color

See Landscaping Section 2.29

Submittal shall include:

- ✓ Site and grading plan, showing location of installation
- ✓ Landscaping plan showing the proposed layout including edging and other materials
- ✓ 1’ square sample of the proposed turf

## **2.06 Awnings**

**Architectural Committee approval is required.**

Awnings shall be compatible with the color and architectural style of the house.

Submittal shall include:

- ✓ Manufacturer’s spec sheet of awning to be installed
- ✓ Fabric color swatch or color photo of pattern/design
- ✓ Photo of the location of proposed installation

## **2.07 Bee Keeping Fencing**

**Architectural Committee approval is required.**

For bee keeping fencing requirements, see Fences Section 2.20. An architectural submittal is not required for a hive. Bee keeping is allowed on Ken-Caryl in accordance with Jefferson County Zoning Resolution Section 5. A Miscellaneous Permit must be obtained from [Planning and Zoning for the keeping of bees](#).

## **2.08 Below ground Installations**

**Architectural Committee approval is required.**

All underground structures, including but not limited to, pools, cellars, and shelters, shall be submitted for approval.

Submittal shall include:

- ✓ Site and grading plan, showing location of addition and setbacks
- ✓ Floor plans
- ✓ Exterior elevations showing all materials and colors
- ✓ Engineered foundation plan

## **2.09 Birdhouses and Birdfeeders - Permanent Installations**

**Architectural Committee approval is required** for permanently installed birdfeeders and birdhouses.

Submittal shall include:

- ✓ Site plan showing where the unit will be installed
- ✓ Color photo of the unit to be installed

## **2.10 Clothes Lines**

**Architectural Committee approval is required.**

Retractable clotheslines screened as much as possible from adjacent properties, streets, and

open spaces are allowed but must be restored to a closed position after use.

Submittal shall include:

- ✓ Site plan showing where the unit will be installed
- ✓ Color photo of the unit to be installed

### **2.11 Composting Equipment**

**Architectural Committee approval is required.**

Submittal shall include:

- ✓ Site plan showing where the unit will be installed
- ✓ Color photo of the unit to be installed

### **2.12 Decks (New, expanded, and altered)**

**Architectural Committee approval is required.**

Submittal shall include:

- ✓ Site and grading plans showing location of deck in reference to setbacks
- ✓ Floor plans
- ✓ Exterior elevations
- ✓ Description of all materials and colors
- ✓ Photo/renderings of the proposed deck
- ✓ Any roof or screening plans
- ✓ Photo of the area to be improved

### **2.13 Demolition and Reconstruction Projects**

**Architectural Committee approval is required. Submittal shall include:**

- ✓ Site and grading plan, showing location of addition and setbacks
- ✓ Floor plans
- ✓ Exterior elevations showing all materials and colors
- ✓ Engineered foundation plan
- ✓ A review fee will be determined according to the scope of the project

### **2.14 Dog Houses**

Must be located in the backyard. Colors and materials shall match residence. Maximum size shall be 4 feet x 4 feet in width and length and not more than 4 feet to highest point.

**Architectural Committee approval is not required.**

### **2.15 Dog Runs**

**Architectural Committee approval is required.**

Dog Runs shall be constructed as a privacy fence or transparent open rail fence. Dog run fencing must be attached to the perimeter fence or dwelling unit. Refer also to the fencing rules for your neighborhood.

Submittal shall include:

- ✓ Site plan showing location of dog run with proposed dimensions
- ✓ Photo of the location
- ✓ The chosen fencing style from the fencing rules for your neighborhood

- [Valley Fencing Guidelines](#)
- [Quail Ridge/Aspen Meadows Fencing Guidelines](#)
- [Spread Home Improvement Guidelines](#)
- [Cimarron/Village Fencing Guidelines](#)
- [Saddlewood/Territory Fencing Guidelines](#)

### **2.16 Doors: External Entry**

**Architectural Committee approval is required.**

Unfinished doors are not permitted.

Submittal shall include:

- ✓ photo of current door
- ✓ style, material, color, and manufacturer's spec sheet for door to be installed

### **2.17 Drainage**

Section 3.09 of the Master Declaration requires that there be no interference with the established drainage pattern over any property. When installing landscaping, it is important to ensure that water drains away from the foundation of any house and that the flow patterns prevent water from flowing under, or ponding near or against the house foundation, walkways, sidewalks, and driveways of the primary and all adjacent properties. A resident may be required to provide an engineered drainage plan.

### **2.18 Driveways/Concrete Work**

**Architectural Committee approval is required.**

Driveways must be surfaced with asphalt, concrete, or pavers and cannot extend beyond the width of the garage. Extension or expansion of driveways for additional parking is not permitted.

Submittal shall include:

- ✓ Site and grading plan, showing location of driveway/concrete work (patios, paths, etc.)
- ✓ Floor plans including dimensions
- ✓ Materials and colors, manufacturer's spec sheet or photo of color/style (pavers, stamped, or pigmented concrete)
- ✓ Photo of the location to be improved

### **2.19 Exterior Painting**

**Architectural Committee approval is required.**

Submittal of colors is required even if proposed color scheme is the same as the existing.

Submittal shall include:

- ✓ Description on the form of the paint brand and finish
- ✓ Color selection including brand description and code for field, trim, and accent colors shall be listed on the form
- ✓ A description and/or visual reference for accent color locations must be included
- ✓ Actual color chips or swatches must be delivered to the Ranch House for review. Photocopies, print outs, and digital copies are not suitable and will not be considered for

review. Custom colors shall be painted onto a paper or cardboard sample in a way that appropriately represents the final color for the review

- ✓ Recent photo of the house
- ✓ A resident may be asked to paint a swatch on the house in a visible location as needed for reference

## **2.20 Fences (New, expanded, and altered)**

**Architectural Committee approval is required.**

General Fencing requirements are addressed below, and details are located in the following separate documents:

- [Valley Fencing Guidelines](#)
  - [Quail Ridge/Aspen Meadows Fencing Guidelines](#)
  - [Spread Home Improvement Guidelines](#)
  - [Cimarron/Village Fencing Guidelines](#)
  - [Saddlewood/Territory Fencing Guidelines](#)
  - **Protective Fencing and Reflective Posts**
- Owners are responsible for communicating with adjacent property owners any changes to a shared fence
  - Weld Wire Installation: Weld Wire must without exception be on the inside of fence rails on any fence facing a street, road, trail, greenbelt, or other public right-of-way. Weld wire may be placed on the outside of fence rails, if the fence is along a common lot line with an adjacent lot, and the owner of the adjacent lot does not object to the weld wire on his/her side of the fence rails
  - No electric fencing shall be permitted in residential areas unless buried
  - The aesthetic side of fencing should be installed facing the adjacent property, a street, road, trail, greenbelt, or other public right-of-way
  - Protective garden fencing shall be neatly installed, well maintained, and removed at the end of the growing season

Submittals Shall Include:

- ✓ Site plan showing where the fence will be installed
- ✓ The type of fence chosen from your neighborhood's fencing guideline
- ✓ Photo of existing fence or location

## **2.21 Firewood Storage**

Stored wood shall be neatly stacked and placed as unobtrusively as possible. It shall not be located so as to block any existing drainage pattern. Please visit the [Firewise](#) page on our website. **Architectural Committee approval is not required.**

## **2.22 Fire Pits**

**Architectural Committee approval is required.**

Permanent installation Fire Pits must be integrated into a landscape, patio, or deck plan. See also Landscaping Section 2.29

Submittal shall include:

- ✓ Site plan showing proposed location for installation including setbacks to the property line
- ✓ Plans showing fire pit structure as part of the landscape, patio, or deck plan
- ✓ Photo or rendering of what the fire pit will look like
- ✓ A description of materials and colors

### **2.23 Flagpoles**

#### **Architectural Committee approval is required.**

Committee approval is not required if it is a type which projects from the house, is mounted on the first story, and does not exceed 6 feet in length.

Submittal shall include:

- ✓ Site showing location of the proposed installation
- ✓ Photo or manufacturers spec sheet of the unit to be installed

### **2.24 Garage Doors**

#### **Architectural Committee approval is required.**

Unless approved otherwise by the Committee, garage doors shall match the field or trim color of the house.

Submittal shall include:

- ✓ Manufacturer's details including panels, windows, and hardware
- ✓ Proposed color and material
- ✓ A photo of the house
- ✓ A rendering of what the proposed door will look like on the house

### **2.25 Gardens**

#### **Architectural Committee approval is required for all new and expanded gardens.**

Vegetable garden must be located in the back yard. Vegetable gardens in side yards will be considered on a case by case basis. All gardens must be well maintained.

Submittal shall include:

- ✓ Site plan and photo showing proposed garden location
- ✓ Dimensions of garden area
- ✓ Any planned protective fencing

### **2.26 Gazebos**

#### **Architectural Committee approval is required.**

A Gazebo is generally a detached, open, six to eight-sided structure. Gazebos must be submitted for approval on an individual basis.

Submittal shall include:

- ✓ Site plan of the property
- ✓ Elevation plan of the structure
- ✓ Materials and dimensions

### **2.27 Holiday Decorations and Lights**

Committee approval is not required for the display of holiday decorations or lights if these are

installed in accordance with the following (See also Lights and Lighting section 2.31):

- With the exception of traditional December holidays, decorations and lighting may be put up no earlier than one month in advance of the holiday and must be taken down within one week following the holiday.
- For traditional December holidays, decorations and lighting shall not be put up before November 1 and shall be taken down by February 1.
- Net lighting of any color or white will be considered traditional December Holiday Lighting.

## **2.28 Hot Tubs**

**Architectural Committee approval is required.**

Must be integrated into a landscape, patio, or deck plan. See also Landscaping Section 2.29.

Submittal shall include:

- ✓ Site plan showing proposed location for installation including setbacks to the property line
- ✓ Plans showing hot tub structure as part of the landscape, patio, or deck plan
- ✓ Manufacturers spec sheet showing what the installation will look like
- ✓ A description of materials and colors

## **2.29 Landscaping (New, expanded, and altered)**

**Architectural Committee approval is required.**

Any form of landscaping, such as retaining walls, sidewalks, gravel, rock, impervious surface material, structures, grass, trees, and shrubbery shall have Committee approval prior to installation, and thereafter be carefully maintained. The committee seeks to achieve an aesthetically pleasing balance of planting and hardscape material within the lot. See also Artificial Turf Section 2.05. See [Landscape Guidebook](#) for landscape planning suggestions.

Submittal Shall Include:

- ✓ Plot plan showing the location of work
- ✓ List of planting materials and ground cover
- ✓ Illustration showing the work to be completed

## **2.30 Latticework**

**Architectural Committee approval is required for any application.**

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials and colors
- ✓ Photo or rendering of how the final installation is intended to look

## **2.31 Lights and Lighting**

Committee approval is not required for exterior lighting if conservatively designed, is small in size as is reasonably practical to limit light trespass to adjacent properties and is not directed onto adjacent properties. Light trespass or wash over will be subject to Architectural Committee interpretation. See also Holiday Decorations and Lights Section 2.27.



### **2.32 Mailboxes**

See separate [fencing guidelines](#) for Quail Ridge, Aspen Meadows, Spread, Territory, Village, Saddlewood, and Cimarron.

**Architectural Committee approval is not required.**

### **2.33 Patio Covers/Pergolas (New, expanded, and altered)**

**Architectural Committee approval is required.**

Shall be compatible with the color and architectural style of the house.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Roofing style, shingles, and pitch
- ✓ Photo or rendering of how the final installation is intended to look

### **2.34 Patio Enclosures (New, expanded, and altered)**

**Architectural Committee approval is required.**

Enclosures of existing covered patios and decks shall be in harmony with the existing structure.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Roofing style, shingles, and pitch
- ✓ Photo or rendering of how the final installation is intended to look

### **2.35 Playhouses**

**Architectural Committee approval is required.**

Playhouses must be constructed and/or covered with the same materials as the exterior of the home. Roofing material shall match the roof of the residence. Pre-manufactured plastic playhouses will be considered on an individual basis. Height of roof shall not be over 8 feet above ground level to ridge, and the building shall not exceed 100 square feet in floor area. The building shall be located 3 feet from any property line or a greater distance as required by County zoning in the neighborhood. Applicants are advised to check with the Jefferson County Zoning Department to confirm required set-backs prior to submitting application as zoning requirements vary by neighborhood. Any utilities to such buildings shall be underground. Plastic playhouses designed for outdoor use shall not exceed 4'x6'x7' high and shall be placed in an unobtrusive location. Although submittal is not required, additional screening may be required.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

### **2.36 Play and Sports Equipment**

**Architectural Committee approval is required for permanent installations.**

Submittal shall include:

- ✓ Site plan and photo showing location of installation

- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

### Basketball Backboards/Goals

- Mounted on house - Backboard shall be of a standard size. **Architectural Committee approval is not required.**
- Fixed free-standing - Backboard shall be of a standard size. **Architectural Committee approval is required.** Submittal shall show location. Placement in or adjacent to the street is not permitted. Location shall be at least ½ the length of the driveway away from the street.
- Portable free-standing – when not in use goal shall be stored in an upright position at least ½ the length of the driveway away from the street. **Architectural Committee approval is not required.**

### Play Structures

Submittal shall include:

- ✓ Dimensions and materials
- ✓ Photo of the proposed location
- ✓ Manufacturer’s spec sheet or photo of the proposed installation

Trampolines Shall not be placed within a 5' setback. Please consider your neighbors' view and any noise factor when choosing a location for your trampoline. **Architectural Committee approval is not required.**

Temporary or Portable Play Equipment shall be stored when not in use. Temporary play equipment does not require a submittal. **Architectural Committee approval is not required.**

### **2.37** Pools

**Architectural Committee approval is required.**

Above-ground pools larger than a child’s wading pool are not permitted. In-ground pools must be integrated into the landscape; see also Sports Facilities Section 2.49, Hot Tubs Section 2.28, and Swim Spas Section 2.50

Submittal shall include:

- ✓ Site and grading plan, showing location of addition and setbacks
- ✓ Exterior elevations showing all materials and colors
- ✓ Engineered foundation plan

### **2.38** Rabbit Hutches

**Architectural Committee approval is required.**

Colors and materials shall match residence. Size and location may be limited.

Submittal shall include:

- ✓ Dimensions and materials
- ✓ Photo of the proposed location
- ✓ Manufacturer’s spec sheet or photo of the proposed installation

### **2.39** Radon Mitigation Equipment

When protruding through the roof of a home, the equipment shall be painted to match the roof

color. When equipment protrudes from the side of the home, it shall be painted to match the surface to which it is attached. **Architectural Committee approval is not required.**

#### **2.40 Rain Barrels**

**Architectural Committee approval is required.**

May be installed to collect water for outdoor purposes. The rain barrels must be compliant with [Colorado Law](#) and must coordinate with the architectural style of the house.

Submittal shall include:

- ✓ Dimensions and materials
- ✓ Photo of the proposed location
- ✓ Manufacturer's spec sheet or photo of the proposed installation

#### **2.41 Roofs**

**Architectural Committee approval is required.**

Roofing material throughout Ken-Caryl Ranch varies from neighborhood to neighborhood.

##### **Approved Roofing**

- **Standard Composition Roofing:** This roofing may only be installed in Saddlewood, The Territory, The Village, and Cimarron. This conventional asphalt or fiberglass roofing material is currently in use in the above neighborhoods. Three patterns that have been approved for these neighborhoods are Three Tab, T-Lock, and a laminated 2-ply (5-tab) shingle.

- **Premium Composition Roofing:**

- |  |                                     |
|--|-------------------------------------|
| -CeDur Synthetic Shake                     | -GAF Grand Sequoia                  |
| -CertainTeed Presidential                  | -GAF Grand Sequoia Impact Resistant |
| -CertainTeed Presidential Impact Resistant | -GAF Woodland                       |
| -CertainTeed Presidential TL               | -IKO Armourshake                    |
| -CertainTeed Grand Manor                   | -Owens Corning Woodcrest            |
| -CertainTeed Landmark TL                   | -Owens Corning Woodmoor             |
| -GAF Camelot                               | -Tamko Heritage Vintage             |
| -GAF Grand Canyon                          | -Malarky                            |

- **Tile/Slate Roofs:** Both tile and natural slate may be installed. Tile roofs are commonly constructed with clay tiles, concrete tiles, or a composite of concrete and fiber.
- **Stone-coated Steel Roofs:** Tile and shake styles are permitted.
- **Wood Shake Shingles**

Submittal shall include:

- ✓ Roofing product from the approved list
- ✓ If you are submitting for a roofing not on the approved list a sample and additional processing time will be required.

#### **2.42 Rooftop Equipment**

**Architectural Committee approval is required.**

- **Flues/Vents/Pipes.** When flues, vents, or pipes protrude from the roof, they should match the roof color. When flues, vents, or pipes protrude from the side of the house they shall be painted to match the surface to which they are attached.

- Wind Vanes and Lightning Rods. The vane or rod shall be made of metal only and shall not be highly reflective. Submittal shall include location, size, and color. Moving action parts (i.e. rotating duck wings, men sawing, or chopping wood, etc.) and fabric components are not permitted.

Submittal shall include:

- ✓ Site plan and photo showing location of installation.
- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

### **2.43 Satellite Dishes/Antennas**

In response to The Telecommunications Act of 1996, which allows DBS and MMDS satellite dishes/antennas that are one meter (39") or less in diameter and for personal use of a homeowner to be installed, the Architectural Committee has adopted the following hierarchy rules:

- DBS and MMDS satellite dishes/antennas larger than one meter are not permitted.
- All satellite dishes/antennas shall be installed with emphasis on being as unobtrusive as possible to the community. The hierarchy for satellite dishes/antennas shown below should be followed, with #1 being the most preferred location.

Hierarchy for satellite dishes/antennas site location

- 1.) Inside structure of home
- 2.) Back or side yard below the fence line
- 3.) Back or side on house in least visible location
- 4.) Side yard in front of fence with screening integrated into landscaping
- 5.) Front yard with screening integrated into landscaping
- 6.) Back rooftop

**Architectural Committee approval is not required.**

### **2.44 Security Bars for Windows & Doors**

**Architectural Committee approval is required.**

Bars shall match vertical and horizontal mullion location of existing windows and doors.

Submittal shall include:

- ✓ Site plan and photo showing location of installation
- ✓ Dimensions, materials, and colors
- ✓ Photo or rendering of how the final installation is intended to look

### **2.45 Siding**

**Architectural Committee approval is required.**

Vinyl and aluminum siding are not permitted. Steel siding and other materials will be considered.

Submittal shall include:

- ✓ Description on the form of the siding product and color. If painting siding, please see Exterior Painting Section 2.19
- ✓ A description and/or visual reference for accent color locations must be included

- ✓ Actual color chips or swatches must be delivered to the Ranch House for review
  - Photocopies, print outs, and digital copies are not suitable and will not be considered for review.
  - Custom colors shall be painted onto a paper or cardboard sample in a way that appropriately represents the final color for the review.
- ✓ Material sample
- ✓ Recent photo of the house

#### **2.46 Signs (Permanent)**

##### **Architectural Committee approval is required.**

See also Temporary Signage Posting Rules Community Rules Section 3.06.

Submittal shall include:

- ✓ Photo of the proposed location
- ✓ Photo and dimensions of the proposed sign

#### **2.47 Skylights**

##### **Architectural Committee approval is required.**

Submittal shall include

- ✓ Photo or rendering of proposed location
- ✓ Manufacturer's spec sheet or photo of the unit(s) to be installed

#### **2.48 Solar Installations**

##### **Architectural Committee approval is required.**

Submittal shall include:

- ✓ Survey showing the location of property lines, setbacks, and existing improvements
- ✓ Drawings and plans with sufficient information and accurately drawn to scale to show the location, placement, size, shape configuration, and dimensions necessary to accurately explain and illustrate the proposed Solar Energy Device
- ✓ Specifications from the manufacturer or vendor for any rooftop portions of the Solar Energy Device, showing dimensions and colors
- ✓ Photographs of the existing home showing a view of the entire home
- ✓ View of the entire side or rear of the home on which the Solar Energy Device will be mounted

#### **2.49 Sports Facilities**

##### **Architectural Committee approval is required.**

This section is related to improvements such as, but not limited to, tennis courts, in-ground swimming pools, and multi-purpose sports courts. These will be reviewed by the committee in consideration of grading and drainage, specialized fencing and landscape screenings as further defined below.

- Location: The facility, exclusive of landscaping and screening, shall occupy no more than 50% of the surface area of that portion of the lot lying to the rear of the plane of the front of the house exclusive of the area of the house.

- Setbacks: All physical improvements, including retaining walls and specialized fencing, shall be set back a minimum of 10'. Setbacks for specialized fencing shall be 2' for every 1' height of fence measured from adjacent natural ground surface.
- Grading: Grading required to create minimum slopes for these surfaces shall be accomplished through tiered wall systems of 4' tall maximum per wall and spaced at 4'0" between tiers. Additional impervious area which will create additional run-off will be controlled to prevent additional run-off from the lot and coordinated with the county for any required detention or retention areas.
- Specialized Fencing: Specialized fencing shall have a maximum height of 10' and be of transparent design. Vinyl coated chain link fencing will be approved for tennis and sports courts and be of a color compatible to surrounding areas. These will not be approved for swimming pools.
- Landscaping: Landscape screening will be required to help blend the facility into its surrounding and be of appropriate size and maturity to be approvable by the committee.
- Lighting: Lighting of facilities for nighttime use will not be permitted. Other lighting shall meet lighting guidelines of this document.

Submittal shall include:

- ✓ Site and grading plan
- ✓ Retaining Wall details
- ✓ Fencing details
- ✓ Landscape plans
- ✓ Facility details

## **2.50 Swim Spas**

**Architectural Committee approval is required.**

Must be integrated into a landscape, patio, or deck plan. See also Landscaping Section 2.29.

Submittal shall include:

- ✓ Site plan and photo showing proposed location for installation including setbacks to the property line
- ✓ Plans showing swim spa structure as part of the landscape, patio, or deck plan
- ✓ Manufacturer's spec sheet showing what the installation will look like
- ✓ A description of materials and colors

## **2.51 Temporary Structures**

**Architectural Committee approval is required if structure must be up longer than 72 hours.**

Section 3.11 of the Master Declaration prohibits tents, shacks, temporary structures, or temporary buildings without the prior consent of the Architectural Committee. Structures designed for temporary use do not require Architectural Committee approval if left up for no longer than 72 hours.

Submittal shall include:

- ✓ Site plan showing proposed location for installation including setbacks to the property line
- ✓ Manufacturer's spec sheet showing what the installation will look like

- ✓ A description of materials and colors
- ✓ Expected date structure will be removed

### **2.52 Trash Enclosures and Screening**

**Architectural Committee approval is required.**

Submittal shall include:

- ✓ Site plan showing proposed location for installation
- ✓ Photo or rendering of proposed screen
- ✓ Dimension, materials, and colors

### **2.53 Tree Houses**

**Architectural Committee approval is required.**

A tree house is any elevated structure constructed on or around a tree.

Submittal shall include:

- ✓ Site plan showing proposed location for installation including setbacks to the property line
- ✓ Plans showing tree house as part of the landscape, patio, or deck plan
- ✓ Manufacturer's spec sheet showing what the installation will look like
- ✓ A description of materials and colors

Specifics are as follows:

- Tree houses may not exceed 50 square feet in floor area
- The maximum height from the prevailing ground elevation to the top of the structure may not exceed 14 feet
- Construction shall be of materials that blend in, as much as possible, with the tree itself
- Completed structures shall have a neat and finished appearance
- Structures shall be painted or stained in natural colors and shall not be painted to match the house unless the house colors are natural
- Any roofing material shall be a natural color
- Tree houses shall be located to be as unobtrusive as possible. Please consider visual impact when locating the tree house
- Tree houses shall have a minimum setback from any property line of 3 feet
- Permanent lighting is not permitted

### **2.54 Utility Equipment**

**Architectural Committee approval is required.**

Installation of utilities or utility equipment requires Committee approval conforming to the requirements of Accessory Buildings Section 2.01.

### **2.55 Wind Generators**

**Architectural Committee approval is required.**

Submittal shall include:

- ✓ Site plan showing location of support structure and setbacks
- ✓ Manufacturer's spec sheet including an image of what the unit will look like

## **2.56 Windows**

### **Architectural Committee approval is required.**

In selecting replacement window units the following rules apply:

- All window units shall conform to the architectural style of the house
- All windows in a single elevation (e.g. front, rear, side) shall be consistent
- Mirrored or mirrored tinted glass is not permitted

Submittal shall include:

- ✓ A catalog cut (or sketch) of each new unit
- ✓ A photograph or photographs of the house clearly showing the units to be replaced
- ✓ Exterior elevations showing all materials and colors
- ✓ Color swatches and brand names for paint to be used on the exterior of new window(s) and trim

## **2.57 Yard Décor**

### **Architectural Committee approval is required.**

Committee approval is only required for yard décor over 3 feet in height or length.

Submittal shall include:

- Site showing location of installation
- Photo of proposed yard décor

## **III. COMMUNITY RULES**

### **3.01 Effect of Master and Supplemental Declarations**

The Master Declaration of Covenants, Conditions and Restrictions, recorded April 26, 1974, in Book 2616 at Page 163 of the Jefferson County, Colorado real property records, and amended June 30, 1978, Reception #7805920, is a document governing property within the Ken-Caryl Ranch. Copies of the Master Declaration and of the applicable Supplemental Declarations are delivered to new home buyers when they purchase their homes and are available at any time at the Master Association office (7676 S. Continental Divide Road, Littleton, Colorado 80127, phone 303-979-1876) and are available on our website at [www.ken-carylranh.org](http://www.ken-carylranh.org). Each homeowner should review and become familiar with the Master Declaration and with the Supplemental Declaration applicable to his or her property. Nothing in this document can supersede or alter the provisions or requirements of the Declarations.

### **3.02 Effect of Governmental and Other Regulations**

Use of property and Improvements must comply with applicable building codes and other governmental requirements and regulations. Approval by the Committee will not constitute assurance that improvements comply with applicable governmental requirements or regulations or that a permit or approval are not also required from applicable governmental bodies. For general information about Jefferson County requirements, homeowner may write or call the Jefferson County Planning and Zoning Department, 100 Jefferson County Parkway, Golden, Colorado 80419-3540 or call 303-271-8700.



### **3.03 Development Plan**

An Official Development Plan for Ken-Caryl Ranch was approved by the Board of County Commissioners of Jefferson County in October 1972.

### **3.04 Interference with Utilities**

In making improvements, homeowners are responsible for locating all water, sewer, gas, electrical, cable television, or other utility lines on easements. Homeowners should not construct any improvements over such easements without the consent of the utility involved, and homeowners will be responsible for any damage to any utility lines. All underground utility lines and easements can be located by contacting 811 "Call Before You Dig."

### **3.05 Animals**

According to the [Master Declaration Section 4.04 Animals](#)

- No kennel or other facility for raising or boarding dogs or other animals for commercial purposes shall be kept on any Lot or Multi-Family Site.
- No animals of any kind shall be raised, bred, or kept on any Lot or Multi-Family Site except dogs, cats, or other ordinary household pets
- No poultry or chickens may be kept on any Lot or Multi-Family Site.

### **3.06 Temporary Signage Posting Rules**

According to Section 3.04 of the Master Declaration of Covenants, Conditions and Restrictions, no sign of any kind shall be displayed to the public view without the approval of the Committee. The purpose of these Rules, Regulations, and Procedures are to avoid clutter and maintain uniformity throughout the community public spaces.

#### **Approved Signage**

Professionally made signs in like-new condition and without embellishments posted for the purposes listed below have Architectural Committee Approval. Any sign not listed here must be submitted for approval prior to posting. **See also prohibitions.**

- Temporary signs posted by MA or MD for various community notices may be approved by staff.
- Police Station, Fire Station, Schools, and Churches may post one sign on their property only.
- Marquee signs are for announcing KCR Foundation, KCRMA, and KCRMD sponsored events and activities. Additional announcements from governmental agencies will be posted on a space available basis following approval by the Executive Director.
- A Contractor sign on private property for hired improvements while work is ongoing
- An Ovarian Cancer Awareness sign on private property during September
- Youth activity signs on private property
- Children at Play Signs
- Master Association Banners for annual Community Garage Sale Event
- Property for Sale or Lease
  - Only one sign per residence is allowed

- All real estate signs shall be free-standing
- All signs to advertise a home for sale or rent, either furnished by a real estate company or by the owner, shall be professionally made and in like-new condition
- Sign shall not exceed 6 square feet and shall be installed in a manner to insure vertical alignment of the sign
- Private homeowners displaying "For Sale/Rent" signs must comply with these same specifications or submit their sign to the Architectural Committee for approval
- Open House signs may be posted during hours of the open house, one per property per intersection on each side of the street where a turn is required to reach the property, with right or left arrows indicating turns
- Sample/Garage/Yard/Estate Sale
  - White 24" wide by 18" high signs may be used
  - Direction arrows may be drawn in or applied to the sign but may not protrude outside the edges of the sign.
  - Garage Sale Signs may be purchased for \$5 Monday through Friday, 8:00 a.m. - 5:00 p.m. at the Ranch House business office, 7676 South Continental Divide Road (holidays excluded).
  - Sign shall be posted no sooner than the evening before the sale and must be removed no later than the evening of the last day of the sale
- Political Signage
 

The laws regarding political signs are part of Section 106.5 of CCIOA (Colorado Common Interest Ownership Act) which defines a political sign as "a sign that carries a message intended to influence the outcome of an election, including supporting or opposing the election of a candidate, the recall of a public official or the passage of a ballot issue."

  - Political signs on any owner's property are limited to one per office or ballot issue.
  - Political signs may not be attached to utility boxes, light poles, traffic signals, or trees. Since sidewalks are for pedestrians, permitted signs on private or public property should be placed on grass areas next to the sidewalk.
  - Professionally made signs will be allowed on private property only with approval of the private property owner no more than 45 days prior to the day of the election and must be removed within one week after the election. Neither attended nor unattended signage is allowed on property owned or maintained by the Master Association without the approval of the Master Association Board of Directors.
  - The term "attended signage" is meant to include handheld signs or signs in close proximity to a person promoting a candidate or issue. "Unattended signage" is meant to be signage which is not attended and includes, for example, signage placed on or in vehicles, fixtures, or equipment etc.
  - Per Jefferson County Zoning Resolution Section 11 D.8, Political signs shall not exceed 6 square feet in area and shall not be placed unattended on public rights of way. However, attended signs on public rights of way are allowed.
  - Political signs shall not exceed 54" in height from the ground.

### **Approved Sign Locations**

- Intersections on each side of the street where a turn is required to reach the sale/event.
- The island at Ken-Caryl Avenue and Valley Parkway (see map)
- The intersection of Valley Parkway and Club Drive

### **Prohibitions**

- No banners
- No signs permitted on medians except in approved locations (See map for approved locations)
- No lighted or self-illuminating signs
- No signs may be attached to fences
- No multiple signs for the same event, other than at intersections where turns are required
- Signs shall not be placed in greenbelts or open space areas
- Signs shall not be displayed from windows
- Signs will not be allowed on Ken Caryl Avenue west of C-470. (See map for approved locations)
- Signs will not be allowed on South Valley Road (See map for approved locations)
- Signs will not be allowed at the intersection of Ken Caryl Avenue and Continental Divide Road
- Signs may not be posted sooner than the evening before the sale/event and must be removed no later than the evening of the last day of the sale/event

### **Enforcement**

- Non-compliant signs may be removed without notice
- See Enforcement Section 1.05
- Signs in any of the above-mentioned prohibited areas and other non-complying signs will be removed without notification.
- As a courtesy, any professional free-standing signs will be held at the Ranch House for five days. Any unclaimed signage will be discarded.

### **3.07 Outdoor Speakers**

Use of outdoor speakers on Ken-Caryl Ranch properties is approved as long as they are operated in conformance with the Jefferson County Regulatory Policy regarding Noise Abatement having an effective date of April 24, 2007, as it may be amended from time to time, however the use of outdoor speakers is not allowed between 10 p.m. and 7 a.m.

### **3.08 Parking Rules**

The following parking rules shall be in effect on all land within the boundaries of Ken-Caryl Ranch. Homeowners and residents of Ken-Caryl Ranch shall be responsible for the parking and storage of vehicles owned or operated by their tenants, visitors, and household guests. Any vehicle described in Section 4.05 of the Ken-Caryl Ranch Master Declaration of Covenants, Conditions, and Restrictions "...trailers, mobile homes, recreation vehicles, graders, trucks other

than pickups, boats, tractors, campers, wagons, buses, sleighs, motorcycles, motor scooters, snowmobiles, snow removal equipment and garden and maintenance equipment..." shall not be permitted to be stored on any street or public right-of-way or on private property within Ken-Caryl Ranch but shall be kept at all times in the garage, screened from view or stored at an off-site facility.

#### **Approved Parking and Vehicles**

- A resident of Ken-Caryl Ranch may park a boat, camper, hobby/recreation trailer, or RV on the street or in the driveway for two non-consecutive days during a seven-day period.
- Extension or expansion of driveways for additional parking is not permitted. Driveways must be surfaced with asphalt, concrete, or pavers and cannot extend beyond the width of the garage. See Driveways/Concrete Work Home Improvements Section 2.18.
- Construction trailers, dumpsters, and portable toilets required for a home improvement project are permitted for the duration of a project and must be promptly removed when no longer required.
- In accordance with state law, Emergency Vehicles that are required by the resident's employer (an Emergency Service provider such as Fire Department, law enforcement, or EMS) as a condition of employment, weighs ten thousand pounds or less, has a visible emblem or marking designating it as an emergency vehicle, may be parked in the driveway or on the street in front of the resident's property.

#### **Prohibitions and Restrictions**

- Parking of any type of vehicle on landscape, rocks, and/or lawn portions of the yard, or any other pervious surface is prohibited.
- Any automobile, truck, or other vehicle which displays lettering or advertising, carries equipment for a business, or is equipped for performing services, shall be kept at all times in an enclosed garage or at an offsite facility.
- Any automobile, truck, motorcycle, or other similar vehicle that does not have a valid registration sticker or temporary tag posted in plain view, or a vehicle which has one or more flat tires, broken windows, or missing parts shall be parked in the garage until returned to an operable or complete condition.
- No parked vehicle will obstruct emergency access or interfere with the use of the streets. Contact Jefferson County Sherriff for enforcement.
- No vehicle covers are permitted.

#### **Enforcement**

- Parking violations on or in front of private property will be subject to the Violation Notification Policy and Covenant Enforcement.
- Vehicles blocking public rights of way, sightlines, or emergency access must be reported to the Jefferson County Sheriff for enforcement.

### **3.09 Home Occupation Rules**

The intent of the Ken-Caryl Ranch Master Association Rules for Home Occupations is to provide for limited commercial activities on residential lots, units or multi-family sites within Ken-Caryl Ranch. Such commercial activities shall be defined as "home occupations" and shall be subject to the conditions, exclusions, limitations and regulations as contained or adopted herein.

All home occupations shall comply with the Jefferson County Zoning Resolution or those conditions imposed by the Jefferson County Board of Adjustment through the Jefferson County Zoning Resolution.

Any home occupation application which meets the strict definitions, conditions, requirements and limitations as contained in the Jefferson County Zoning Resolution shall automatically receive the approval of the Architectural Committee and does not have to be submitted to the Committee.

Any home occupation application not in strict conformance with the Jefferson County Zoning Resolution may only be permitted upon approval of the Jefferson County Board of Adjustment under conditions set forth in the Jefferson County Zoning Resolution. The approval or denial of home occupations which are not permitted as defined in the Jefferson County Zoning Resolution shall be the exclusive responsibility of the Jefferson County Board of Adjustment. If a home occupation is not a permitted occupation in the Jefferson County Zoning Resolution, the resident must first submit an application to the Architectural Committee for approval. With such home occupation applications, the role of the Architectural Committee shall be advisory to the Board of Adjustment.

Any change approved by the Jefferson County Board of County Commissioners to the Jefferson County Zoning Resolution regulating home occupations shall automatically be incorporated herein.

Any violations of these rules shall be deemed a violation of the Jefferson County Zoning Resolution and shall be grounds for the revocation of Architectural Committee approval for the home occupation. Any violation of these rules shall be subject to enforcement through the Jefferson County Zoning Resolution.

Adopted by the Ken-Caryl Ranch Master Association Architectural Committee  
This guideline supersedes all previous rules.

**A resolution adopting Home Occupation policies for all residential areas of Ken-Caryl Ranch.**

WHEREAS, the Master Declaration of Covenants, Conditions and Restrictions (“Declaration”) for Ken-Caryl Ranch provides that all property within any residential area shall be improved and used solely for residential use, except that as to any specific area, other improvements or uses consistent with the zoning then in effect for such area may be allowed by providing for such in a Supplemental Declaration recorded with respect to such specific area; and

WHEREAS, certain, but not all, Supplemental Declarations in Ken-Caryl Ranch contain restrictions that prohibit business buildings, machine shops or other industrial or commercial structures or buildings devoted to commercial or public enterprises to be erected or used on any Lot and further, that no business which attracts customers or clients to a Lot shall be conducted or carried on or be practiced upon any Lot or within any Improvement or accessory building constructed thereon; and

WHEREAS, the Declaration also provides that no residence on any lot shall be used for any purpose other than single-family residential purposes; and

WHEREAS, home occupations are commonly associated with single-family residential uses and would not be deemed to violate the restriction on single-family residential uses if the home occupation were only incidental to the primary use of the improvements on a Lot as a residential dwelling, nor would such home occupations be deemed to violate a restriction in a Supplemental Declaration that prohibits commercial structures or buildings devoted to commercial or public enterprises or which attract customers or clients to a Lot; and

WHEREAS, the Association has historically permitted home occupations within Ken-Caryl Ranch, subject to the restrictions imposed by Jefferson County zoning regulations relating to home occupations; and

WHEREAS, it is the Board's policy to be consistent and fair, and not arbitrary or capricious, in its enforcement of the Declaration and the Association's rules, and to the extent that a restriction in a Supplemental Declaration might be read to disallow home occupations within one area of Ken-Caryl Ranch that would be allowed in other similar areas of Ken-Caryl Ranch, the Board desires to eliminate any disparate treatment in its policy.

NOW THEREFORE, BE it RESOLVED that: In all residential areas of Ken-Caryl Ranch, the restriction in the Declaration requiring that Lots be improved and used solely for residential use shall be deemed to allow and include home occupations as such home occupations are allowed and regulated by the Jefferson County zoning regulations; and

That any restrictions in a Supplemental Declaration that prohibit business buildings, machine shops or other industrial or commercial structures or buildings devoted to commercial or public enterprises to be erected or used on any Lot or that provide that no business which attracts customers or clients to a Lot shall be conducted or carried on or be practiced upon any Lot or within any Improvement or accessory building constructed thereon are not intended to prohibit home occupations.

IT IS FURTHER RESOLVED, that the Association's Architectural Committee and Covenant Control Committee shall permit home occupations and enforce the residential use restrictions in the Declaration and any Supplemental Declaration in a manner that is consistent with this Resolution.

### **3.10 Trash Set Out Rules**

Trash/Recycling items may be placed out after 7 p.m. on the evening before pick-up day. The items must be taken in prior to 7 p.m. on the day of pick-up. Refuse, garbage, and trash shall be kept at all times in a covered container and any such container shall be kept within an enclosed structure or screened from view. A resident may have a "bagster" on their property, in use for no longer than 10 days. See Parking Rules 3.08 for information regarding dumpsters. Please also see [information about wildlife](#) in reference to trash set out.

**3.11 Unsightly Articles/Stored Items**

No unsightly article or general rubbish shall be permitted to remain on any Lot or Multi-Family Site so as to be visible from adjoining property or public or private thoroughfares.

**3.12 OPEN SPACE AND PARKS USE RULES**

Ken-Caryl Ranch also has Open Space and Parks Use Rules that can be found at <https://ken-carylranh.org/open-space/open-space-administration/living-near-open-space/>.

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