

**Four Lakes Village
Homeowners Association**

Design Criteria

2025

INTRODUCTION

The Board of Directors (Board) of the Four Lakes Village Homeowners Association, Inc. (Association) hereby adopts the following design criteria (Design Criteria) for Four Lakes Village (Village). These Design Criteria shall replace and supersede any and all architectural design guidelines previously adopted by the Association. All Owners, guests, invitees, agents, and residents shall abide by the provisions of these Design Criteria.

The purpose of these Design Criteria is to maintain a consistent and pleasing character and quality of appearance within the Village. These Design Criteria are effective as of October 16, 2024 and apply prospectively only.

1. ARCHITECTURAL REVIEW COMMITTEE (ARC)

An Architectural Review Committee (ARC) exists to assist Owners in understanding the CC&Rs requirements that preserve the attractive appearance of the Village for our enjoyment and to help protect our property values. The ARC works to ensure the exterior uniformity of appearance in our community. The Board has the final determination as to any actions taken by the ARC.

2. ARC APPROVAL

The designs of all structures and units in the Village shall be limited to those approved by the ARC. In the event of any reconstruction of an improvement or unit due to a casualty, the design, quality, and appearance of the reconstructed improvement shall be substantially the same as the structure initially built, unless otherwise approved by the ARC.

Owners shall obtain prior written approval from the ARC for any construction or improvements that expand the footprint of, expand the height of, or modify the external appearance of any unit or other structure on a Lot. Interior changes to a unit that involve or affect in any way the structural soundness, integrity, or safety of the unit must also receive prior written ARC approval.

Those situations requiring ARC approval include, but are not limited to, the following:

- a. All new penetrations of the exterior walls or roofs for such things as vents and skylights.

- b. Any new window opening including the expansion of the existing window size.
- c. Any structural changes to the inside of the unit that may involve a bearing wall.
- d. Hot tub installations. Such installations require both ARC approval and a Park City Building permit.
- e. Deck construction (except general repair) or alterations to decks like adding benches, stairs or changing the size.
- f. The exterior placement of new central air conditioning units. Landscape or barrier screening may be required to minimize the visual and sound impacts.
- g. The positioning of satellite television antennas. Antennas are not allowed on the roof or the chimney.
- h. The installation of heat tape or other snow removal devices.
- i. Awnings attached to the building.
- j. Garage doors. The doors must conform with the designated style and color.

3. APPLICATIONS TO THE ARC & APPLICATION FEE

Owners must submit the electronic application on the Association's website. No action may take place until approval is granted by the ARC in writing. All additions, alterations, or changes to existing construction must meet the Park City building codes. It is the responsibility of the owner to obtain a Park City building permit if required and to seek all required approvals from the city.

The Management Company and the ARC can provide helpful suggestions and information during the planning stages of a proposed project. ARC strives to make suggestions and approve or disapprove proposals in a prompt manner.

The Owner/Applicant shall pay a non-refundable \$250 review fee, regardless of whether the Application is approved or denied or withdrawn by the

Applicant.

4. PROJECT REQUIREMENTS

- a. Any proposed structural changes may require the professional guidance of an architect and/or engineer and are at the Owner's expense.
- b. All interior remodeling projects must conform to Park City building codes. It is the Owner's responsibility to apply for applicable building permits.
- c. Window washers, repairmen, chimney sweeps, and other personnel are to be reminded to tread lightly on the roof. Without prior consent, driving nails or other penetrations into or through the roof is expressly prohibited and Owners will be responsible for the necessary repairs if this provision is violated and leakage occurs.
- d. The Association maintains the roofs and is responsible for the repair of any leaks. Should the ARC approve the installation of new skylights or additional roof venting, it then becomes the Owner's responsibility for any leaks or repairs caused by the new installation.
- e. If a remodeling project necessitates the temporary placement of a dumpster or other container in the driveway, the driveway must be protected with plywood prior to placement. Owners will be responsible for any damage. The container or dumpster must be removed as soon as possible after use.

5. PERFORMANCE DEPOSIT

An Owner shall pay a performance deposit in the amount of \$1,000 to be refunded upon successful completion of the project. Upon approval of a project, the Management Company shall invoice the owner in the amount of the performance deposit, due within 30 days. The owner shall owe this deposit upon approval, not upon project initiation. If an owner delays a project for any reason and does not want to pay the performance deposit, the application shall be deemed withdrawn and the owner must submit a new application when they are ready to execute the project. Upon completion of a

project, the owner shall submit a request for deposit refund to the Management Company. The Management Company and ARC will determine if the project was completed in accordance with the application. In the event an owner deviates from the approved plan, the deposit shall be forfeited.

6. OWNER INDIVIDUALITY

Owners are allowed a limited degree of latitude to express the Owner's individuality on the exterior of the Owner's unit and on the Owner's Limited Common Area (i.e., balconies, decks, porches). The Board retains complete authority to determine appropriateness of any individual incursion on the Common Areas. To assist Owners in deciding appropriate levels of individual expression, the Board has implemented the following guidelines:

- a. Limited Common Areas readily viewable from the street will be the most restricted. Displaying an excessive number of objects or items inconsistent with the ambiance of the Village is discouraged.
- b. Discrete wall hangings on exterior walls, flower pots and appropriate outdoor furniture on the decks are allowed.
- c. Common Areas in front of the Units that are not visible from the street (hidden entrances for example), will tend to be less restricted.
- d. Units whose back decks face the pool and tennis/pickleball courts or adjoining streets will tend to be more restricted.
- e. Common Areas on the backside of the Units facing the golf course will be less restricted.
- f. Umbrella stands must be placed as close to the house as possible and not on the end of the deck where they may obstruct a neighbor's view.

7. DORMERS

- a. All dormer proposals must be reviewed and approved by the ARC. Proposals should include full plans, dimensions, scaled drawings,

and an engineering study. The engineering study may be presented as a second phase of the process.

- b. Dormers shall be open-gable or peaked (similar to original dormers).
- c. The dormer ridge line must be below the ridge line of the main roof.
- d. Dormers must have siding and trim consistent with FLV standards.
- e. Dormers must have roof shingles and fascia consistent with FLV standards.
- f. Dormers must have roof overhang (all sides) substantially consistent with FLV design.
- g. Dormers shall not include doors, a deck, or any entrance to the Living Unit unless required by law.
- h. New dormers must not negatively impact a neighbor's privacy or view. Owners requesting the addition of a dormer must consider the impact on neighbors' privacy and noise impact. The ARC shall seek input from the affected neighbor(s), and the ARC shall consider any neighbor input as part of the approval process.
- i. The Owner is responsible for all roof leaks on or resulting from new dormers.
- j. Dormers shall be compliant with all laws, including but not limited to local building and safety codes.

8. WINDOWS AND SLIDING DOORS

These design criteria below shall apply to new and replacement windows and sliding doors. The term "window" shall also include sliding doors.

- a. All window changes must be reviewed and approved by the ARC with the exception of glass pane replacement (with the same type of glass) in an existing window. The proposal to the ARC must include scale drawings of all proposed changes.

- b. Like-for-like window or sliding door changes do not require ARC approval but require written notification of the changes to the ARC.
- c. New and replacement windows should be substantially the same shape, style, and size as currently exist in units within FLV. Existing window replacements having a different shape or style or size, additions of a window, or existing window relocation or elimination shall require ARC review and approval. The intent is to avoid any major change in community aesthetics, but not to constrain changes that meet the other design criteria and modernize units.
- d. Owners requesting new or relocated windows must consider the impact on neighbor's privacy and any noise impact. The ARC shall seek input from affected neighbors, and the ARC shall consider any neighbor input as part of the approval process.
- e. External window framing or trim, or both, and the window unit must have a similar look and color (e.g., tan, putty) to existing framing and trim and windows within FLV.
- f. All window changes must consider and address potential structural impact.
- g. Windows shall be compliant with all laws, including but not limited to, local building and safety codes.
- h. The cost to repair leaks around or near the changed windows is the Owner's responsibility, as a result of the window or sliding door modifications.

9. HOT TUBS

- a. Hot tub installations require both ARC approval and a Park City Building permit.
- b. The exterior trim of the hot tub must be painted to match the building or stained to match the deck or beams.
- c. Hot tubs must not rest directly on the deck but on a separate foundation support.

10. RETRACTABLE AWNINGS

- a. First floor and over decks only - no awnings of any type on second floors.
- b. Color coordinated hardware and shade material in solid color to match Village color schemes for paint and stucco (Approved color is Heather Beige from Sugar House Awning Industries. Other vendors will need specific color approval).
- c. Wind sensitive automated retractor.
- d. If removed, exterior refinished to original at expense of homeowner.
- e. Liability for damage to exterior and any other building in the Village to rest with responsible homeowner under a separate signed agreement.
- f. Requires approval of neighbors within view sight lines.
- g. Homeowners will be responsible for maintaining both the operating mechanism and the canvas material. The canvas must be replaced at the expense of the owner if it becomes torn or faded as determined in the sole judgment of the ARC.
- h. Caution should be used during winter usage as retraction of a wet or snow covered shade followed by freezing conditions could result in damage to the apparatus and possibly the building when an ice-laden shade is next extended.

11. CHANGES TO THE COMMON AREA AND CONSULTATION WITH OWNERS

When the ARC or the Landscape Committee is considering any significant alterations to the Common Area, they will attempt to discuss the change with all affected neighbors and consider their input prior to final approval. However, the ultimate decision will rest solely with the ARC or the Landscape Committee or both (as appropriate) and the Board. Some examples include:

- a. Owners may request to change the size of their exterior deck up to the size of a current deck for the identical model of another unit within the Village.
- b. There are currently many AC units installed in the Village. The ARC will attempt to be consistent with previous installations while taking into consideration the relation of the AC unit to the neighbor's deck and windows and the need for

a sight and sound barrier.

- c. Any new plantings or changes in the size or shape of decking will consider the impact of those changes on the views on the neighbor.

12. VARIANCES

The Board may authorize variances from compliance with any of the architectural provisions of these Design Criteria. Such variances must be in writing and must be signed by a majority of the members of the Board. If a variance is granted, no violation of the Design Criteria shall be deemed to have occurred with respect to the matter for which the variance was granted. The granting of a variance shall not operate to waive any restrictions of the governing documents, other than those specifically identified in the variance, nor shall it affect an Owner's obligation to comply with all governmental laws and regulations. The granting of a variance in one instance does not require the granting of a variance in another similar instance.

11. NO LIABILITY FOR DAMAGES

Neither the Board nor the ARC nor any other committee shall be held liable for damages by reason of any action, inaction, approval, or disapproval made by them under these Design Criteria.

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