



NOVEMBER 2, 2020

LOWRY DESIGN GUIDELINES
DESIGN GUIDELINES FOR MAJOR RENOVATIONS, ADDITIONS
AND NEW CONSTRUCTION

LOWRY DESIGN REVIEW COMMITTEE
APPROVED BY THE LOWRY COMMUNITY MASTER ASSOCIATION



TABLE OF CONTENTS

1.0 INTRODUCTION	3
GENERAL PROVISIONS	3
2.0 DESIGN GUIDELINES PHILOSOPHY	4
VISION	4
MISSION	4
VALUES	5
3.0 CONTINUITY WITH OTHER DOCUMENTS	5
4.0 DESIGN GUIDELINES ORGANIZATION	8
5.0 CONTEXT: FOUNDATIONAL PRINCIPLES	9
5.1 CONTEXT OVERLAY	9
5.2 SITE CIRCULATION	10
5.3 PARKING	12
5.4 BUILDING HEIGHT	14
6.0 FORM: FOUNDATIONAL PRINCIPLES	15
6.1 CONTINUITY	15
6.2 PRECEDENT	15
6.3 COMPLETE STREETS	16
6.4 SUSTAINABILITY	17
6.5 ADDITIONS, ACCESSORY STRUCTURES AND ACCESSORY UNITS	18
7.0 CHARACTER: FOUNDATIONAL PRINCIPLES	19
7.1 COMPOSITION	19
7.2 MASONRY	20
7.3 MATERIALS	21
7.4 LIGHTING	22
7.5 SIGNAGE	22
7.6 LANDSCAPE	24
8.0 SUPPORTING GUIDELINES (ALPHABETIZED)	27
9.0 DESIGN REVIEW SUBMITTAL TYPES	33
9.1 MINOR CONSTRUCTION	33
9.2 MAJOR CONSTRUCTION	33
9.3 NEW CONSTRUCTION; ONE (1) BUILDING ON ONE (1) LOT	33
9.4 NEW CONSTRUCTION; MULTIPLE BUILDINGS	33
10.0 DESIGN REVIEW SUBMITTAL STAGES	34
10.1 PRE-DESIGN: INITIAL MEETING	34
10.2 SCHEMATIC DESIGN: CONCEPT REVIEW	34
10.3 DESIGN DEVELOPMENT: COMPREHENSIVE REVIEW(S)	34
10.4 CONSTRUCTION DRAWINGS: CONFIRMATION REVIEW	35

10.4 DESIGN REVIEW SUBMITTAL TYPE + DESIGN REVIEW SUBMITTAL PROCESS DIAGRAM	36
11.0 DESIGN GUIDELINES SUBMISSIONS	36
12.0 DESIGN REVIEW AGENDA AND HEARINGS	37
13.0 DESIGN REVIEW DECISIONS	38
14.0 VARIANCE REQUESTS	39
15.0 DESIGN REVIEW APPLICANT APPEALS	40
16.0 CONSTRUCTION AND NONCOMPLIANCE.....	41
APPENDIX 1: LOWRY DESIGN REVIEW COMMITTEE, CONDUCT OF MEMBERS.....	45
APPENDIX 2: CONDUCT OF CONTRACTORS (SUBCONTRACTORS, CONSULTANTS, AGENTS, ETC.).....	46
APPENDIX 3: LANDSCAPE RESOURCES	47
APPENDIX 4: LOWRY DESIGN REVIEW COMMITTEE FEE SCHEDULE	48
APPENDIX 5: ENVIRONMENTAL CONSIDERATIONS, REGULATIONS, AND GUIDANCE FOR SOIL DISTURBING ACTIVITIES AT LOWRY	49
APPENDIX 6: RECOMMENDED DESIGN REVIEW HEARING PROTOCOL.....	50

1.0 INTRODUCTION

The redevelopment of Lowry from an Air Force Base to a vibrant neighborhood was built on the foundation of design guidelines and a design review process.

These updated Lowry Design Guidelines (guidelines) for architecture, landscape, and urban design respond to the important transition of Lowry from an active redevelopment site to an established neighborhood with a distinct identity.

These guidelines are organized to address this transition from extensive new construction to infill development and building improvements that should be sensitive to the existing context.

These guidelines provide a framework of core priorities that are intended to be applied with solution-based thinking and interpreted through the lens of current best practices.

GENERAL PROVISIONS

AUTHORITY

This document supplements the Master Declaration. This document was established pursuant to the authority granted to the Board of Directors in the Governing Documents and based on authority within Colorado law. These guidelines may be supplemented and amended by a majority vote of the LCMA Board of Directors upon recommendation from the LDRC.

Lowry Design Review Committee

The LDRC has been created by the LCMA in accordance with the Master Declaration, refer to the Committee Charter for structure, purpose and responsibilities.

CONFLICTS BETWEEN DOCUMENTS

Unless otherwise expressly provided elsewhere in these guidelines, in the event of a conflict between this document and the Master Declaration, the Bylaws, or the Articles, the provisions of the Master Declaration, the Bylaws, or the Articles apply. If these guidelines are in conflict with other policies of the LCMA, the most recent document will apply.

NO WAIVER

Failure by the LCMA, the Board of Directors, and/or LDRC or any member, person, or agent to enforce any provision of this document is not a waiver of the right to do so later.

SEVERABILITY

The provisions of this document are deemed to be independent and severable, and the invalidity of any one or more of the provisions, or any portion, by judgment or decree of any

court of competent jurisdiction, may not affect the validity or enforceability of the remaining guidelines, which provisions remain in full force and effect.

GENDER, SINGULAR AND PLURAL REFERENCES

Unless the context provides or requires to the contrary, the use of the singular includes the plural, the use of the plural includes the singular, and the use of any gender includes all genders.

TITLES AND CAPTIONS

The captions to the sections are a matter of convenience and for reference only and are in no way to be construed so as to define, limit or otherwise describe the scope of these rules and regulations or the intent of any provision.

HEADINGS AND APPENDICES

Headings used in these guidelines are used for reference purposes only and do not constitute substantive matter to be considered in construing the terms of these guidelines. All appendices referenced in these guidelines are incorporated herein and are part of these guidelines.

NO LIABILITY

LCMA, LDRC, their respective members, successors, agents, consultants or assigns are not liable in damages to anyone submitting a design review application.

This exemption from liability is for any reason, including for mistake in judgment, negligence or other act or actions.

2.0 DESIGN GUIDELINES PHILOSOPHY

VISION

LDRC helps Lowry maintain its unique community identity through the design and character of its neighborhoods.

MISSION

LDRC works with developers, builders, property owners, business owners, and residents to carefully evaluate and synthesize architecture, landscape, and urban design so that they positively contribute to the fabric of the Lowry neighborhoods.

VALUES

LDRC upholds the following values as touchstones for evaluating projects in the Lowry neighborhood:

COMPATIBILITY

Lowry has a distinct neighborhood pattern and building scale. New developments should be sensitively integrated into the existing context.

WALKABILITY

Lowry is intended to be a walkable community; integrating design with active uses that support a cohesive pedestrian realm.

HERITAGE

Lowry has specific historic context as both an Air Force base and as a pioneering Traditional Neighborhood Development (TND). This heritage has guided the redevelopment through themes and characteristics that connect Lowry's unique future to its unique past.

HARMONY

Lowry seeks to align urban design, landscape design and building design in a cohesive way that reinforces its' identity in the broad fabric of Denver's neighborhoods.

3.0 CONTINUITY WITH OTHER DOCUMENTS

These guidelines are intended to work in continuity with other regulatory organizations and guiding documents applicable to Lowry. The most restrictive relevant guideline, requirement, or metric shall apply. Design review does not constitute approval, supersede or establish precedent for local, state, and/or federal requirements. Owners, developers, and their consultants are responsible submitting and verifying approval of permits and obtaining other jurisdictional approvals.

COMPREHENSIVE PLAN, CITY OF DENVER

The intent of these guidelines is to support Denver's Comprehensive Plan. In particular, these guidelines build on the focus areas in "Strong and Authentic Neighborhoods" and prioritize:

- Enhancing Denver's neighborhoods through high quality urban design.
- Preserving the authenticity of Denver's neighborhoods and celebrate our history, architecture and culture.
- Ensuring every neighborhood is economically strong and dynamic.

ZONING, CITY OF DENVER

The intent of these guidelines is to work in tandem with the City of Denver Zoning Ordinance and bridge between Lowry's "old zone districts" (Former Chapter 59, Euclidean zoning) and Lowry's "new zone districts" (current form-based zoning).

FORMER CHAPTER 59 ZONING DISTRICTS AT LOWRY INCLUDE BUT ARE NOT LIMITED TO:

- Residential: R-1, R-2A, R-4, R-MU-30
- Business: B-1, B-3
- Commercial Mixed-Use: C-MU-20
- Planned Unit Development (PUD)

CURRENT ZONING DISTRICTS AT LOWRY INCLUDE BUT ARE NOT LIMITED TO:

- Suburban: S-MU-3, S-MU-5, S-MX-3, S-CC-3X
- Urban Center: C-MX-3, C-MX-5, C-MX-8

CITY AND COUNTY OF DENVER LANDMARK PRESERVATION COMMISSION

The intent of these guidelines is to work in conjunction with historic preservation guidelines for designated districts and designated structures at Lowry.

LOWRY COMMUNITY MASTER ASSOCIATION

The intent of these guidelines is to work in conjunction with other documents, other committees, and other guidelines adopted and empowered by the Lowry Community Master Association (LCMA). In particular, LDRC and these guidelines work in tandem with the Buildings and Grounds

Committee and Guidelines (BAG). Applicants and owners shall review both LDRC guidelines and BAG guidelines (<https://lowrydenver.com/owner-resources/hoa-guidelines/>).

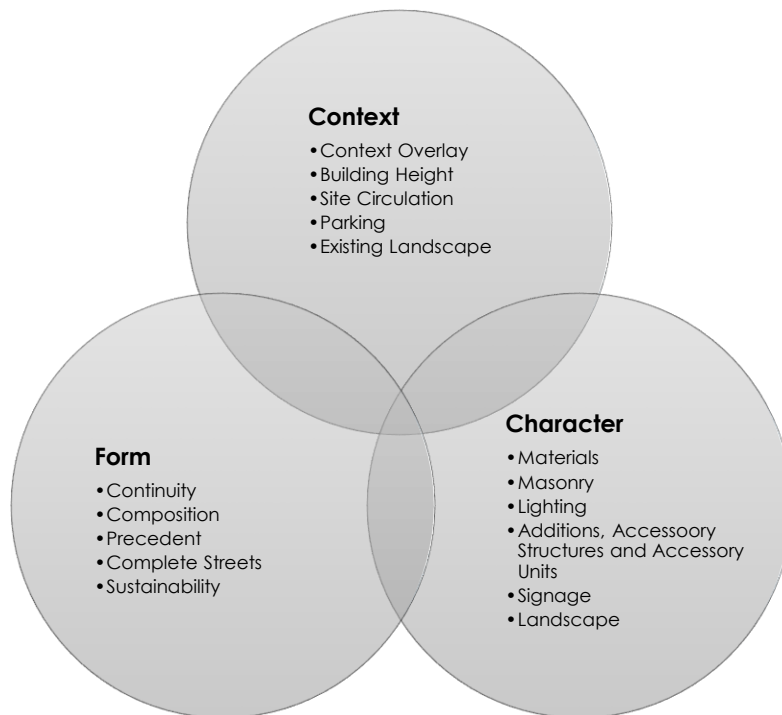
Generally, minor and major construction projects (signage, renovations, additions, accessory buildings, new construction, etc.) will be reviewed by LDRC.

Generally, minor improvement projects (maintenance, landscape, storage sheds, play structures, etc.) will be reviewed by BAG. BAG may refer applications to LDRC.

4.0 DESIGN GUIDELINES ORGANIZATION

FOUNDATIONAL PRINCIPLES

LDRC prioritizes Context, Form and Character as the foundational focus areas of these design guidelines.



These foundational guidelines are articulated and explained by three layers of information:

- Statement of intent
- Specific guideline(s)
- Submittal requirement(s)

SUPPORTING GUIDELINES

Specific topics and requirements that support the foundational guidelines are organized alphabetically.

5.0 CONTEXT: FOUNDATIONAL PRINCIPLES

5.1 CONTEXT OVERLAY

INTENT; CONTEXT OVERLAY

LDRC will establish a context overlay designation for each project, as a supplement to the zoning classification. The context overlay intends to provide a common understanding between the applicant and the LDRC about the importance of existing surroundings as a basis to develop a compatible design.

GUIDELINES; CONTEXT OVERLAY

LDRC will identify one of the following context overlays for each project:

Residential Neighborhood Context Overlay. Lowry's low density single family detached residential neighborhoods support Traditional Neighborhood Design (TND) principles including walkability and engagement with the street. Front porches are characteristic and overall design should harmonize with the scale and character of existing buildings.

Mixed-Use Context Overlay. Mixed Use areas are nodes of activity for residents and visitors to engage through a close proximity of uses and building forms that support housing, offices, retail, and amenities. Designs should enhance walkability, harmonize with the surrounding context, and thoughtfully balance the dynamic mix of activities and uses.

Commercial Context Overlay (apartments, office, etc.). As a result of its history as an Air Force base, subsequent land use policies, and market forces, some single-use parcels exist in Lowry. These areas have distinct peaks and valleys during daily use and designs should make extra effort to increase walkability and minimize surface parking.

Heritage Context Overlay. Certain sites, most notably those designated by the Landmark Preservation Commission and other areas near Town Center are significant to Lowry's heritage and should make extra effort to sensitively integrate and preserve their historic character.

SUBMITTAL REQUIREMENTS; CONTEXT OVERLAY

SUBMITTAL REQUIREMENT 5.1.A. CONTEXT OVERLAY. Based on the context overlay established by LDRC, provide general information about the buildings and properties in the area including but not limited to aerial photos, street-level photos, site analysis, surveys, city zoning/building form requirements and topography.

SUBMITTAL REQUIREMENT 5.1.B. CONTEXT OVERLAY. Provide specific information about adjacent and nearby buildings and properties (dimensions, fencing, setbacks, height, materials, etc.). Provide deed restrictions, jurisdictional requirements, waivers, easements, and other similar documents

5.2 SITE CIRCULATION

INTENT; SITE CIRCULATION

LDRC prioritizes walkability and pedestrian safety.

GUIDELINES; SITE CIRCULATION

LDRC will review site designs with a focus on minimizing conflicts between pedestrian and vehicular circulation. Sensitive orchestration of vehicular and pedestrian movement establishes a formative relationship between a building and its context

VEHICLES, DELIVERY

Areas and circulation for deliveries (FedEx, UPS, trailers, etc.) shall be thoughtfully integrated into circulation layouts and prioritize the continuity of the pedestrian realm.

Vehicles, pick-up/drop-off

Areas and circulation for taxi, ride-hailing, ride-share, pick-up/drop-off, etc. shall be thoughtfully integrated into circulation layouts and prioritize the continuity of the pedestrian realm. The incorporation of shade, sitting areas and other amenities is encouraged.

Vehicles, service

Areas and circulation for services functions (moving, loading docks, snow storage, garbage/recycling, etc.) shall be thoughtfully integrated into circulation layouts, prioritize the continuity of pedestrian realm and be screened from view.

SUBMITTAL REQUIREMENTS; SITE CIRCULATION

SUBMITTAL REQUIREMENT 5.2.A. SITE CIRCULATION. Provide clearly delineated and dimensioned vehicular and pedestrian paths, crosswalks, etc.

SUBMITTAL REQUIREMENT 5.2.B. SITE CIRCULATION. Provide clearly delineated and dimensioned vehicle routes for parking, deliveries, pick-up/drop-off, trash collection, snow removal, etc.

5.3 PARKING

INTENT; PARKING

LDRC seeks to balance the needs of both on-street and off-street parking while placing priority on supporting a walkable community, reinforcing a vibrant pedestrian realm and minimizing the impact parking on neighboring properties.

GUIDELINES; PARKING

In addition to city requirements, minimum off-street parking requirements are listed below:

Residential parking requirements:

Accessory Dwelling Unit	1 off-street space per unit
Single Family Detached,	2 garage off-street spaces per unit
Single Family Attached (duplex, rowhouse, et al.),	2 garage off-street spaces per unit
Multifamily (apartments and condominiums)	2 spaces per unit or 1 space per bedroom (studio units included), whichever is greater

Non-residential parking requirements

Office	2 per 1,000 gross ft ²
Medical Office,	3 per 1,000 gross ft ²
Retail,	3 per 1,000 gross ft ²
Eating/Drinking,	5 per 1,000 gross ft ²

Additional parking guidelines:

- Mixed-Use, cultural, education, healthcare, etc. shall provide a detailed parking analysis and parking plan that evaluates daily-use, overnight-use and event-use.
- Tandem parking shall not be counted toward minimum requirements.
- LDRC may require additional parking at its discretion based on a particular site, context or use.
- Buildings that are not located adjacent to the street may be required to provide on-site parking proportionate to the on-street parallel parking space; 1 space per 22 ft of building frontage.
- Location, size, and design of all parking (structures, lots, garages, etc.) is subject to review and approval of the LDRC.
- Shared parking and other uses not identified below shall provide a parking study.
- Provide easement agreements, shared-use agreements and other supporting documents.
- Universal electric vehicle charging stations are encouraged.

SUBMITTAL REQUIREMENTS; PARKING

SUBMITTAL REQUIREMENT 5.3.A. PARKING. Provide both tables and information for both city and design guidelines parking quantity and design requirements. Clearly indicate both on-street and off-street parking quantities and locations

SUBMITTAL REQUIREMENT 5.3.B. PARKING. Clearly indicate and describe parking disposition (covered, uncovered, private garage, secured access, bicycle, etc.) and related elements (electric vehicle charging, parking islands, lighting, signage, etc.)

5.4 BUILDING HEIGHT

INTENT; BUILDING HEIGHT

Maximum building heights are intended to maintain compatibility with existing buildings in the Lowry community.

GUIDELINES; BUILDING HEIGHT

Based on context area, see maximum building heights and maximum number of stories below:

	Accessory Dwelling Unit	Single Family Detached and Duplexes	Row-house/Townhome (3+ Single Family Attached)	Multi-family	Commercial
Residential Context Overlay	1.5-stories, 24 ft	2-stories, 30 ft	3-stories, 35 ft	na	na
Mixed-Use Context Overlay	1.5-stories, 24 ft	2.5-stories, 35 ft	3-stories, 40 ft	4-stories, 45 ft	
Commercial Context Overlay	na	na	na	4-stories, 45ft (5-stories, 65 ft allowable on a limited basis to support massing variety and building articulation)	

Active rooftops (roof decks, green roofs, etc.) are not included in the limitation on building height.

A solar impact study on neighboring properties may be requested.

SUBMITTAL REQUIREMENTS; BUILDING HEIGHT

SUBMITTAL REQUIREMENT 5.4.A. BUILDING HEIGHT. Provide clearly dimensioned building elevations indicating each story height and overall building height.

6.0 FORM: FOUNDATIONAL PRINCIPLES

6.1 CONTINUITY

INTENT; CONTINUITY

Lowry encourages design that respects and generally maintains continuity with the established context, character and scale.

GUIDELINES; CONTINUITY

Designs should have similar character and scale as its context, including but not limited to:

- Architecture (building location, building setbacks, building height, building massing, etc.)
- Landscape (street tree spacing, tree lawn planting, hardscape, etc.)
- Urban design (block pattern, building edges, pedestrian continuity, vehicle access, street furniture, façade transparency, etc.)

SUBMITTAL REQUIREMENTS; CONTINUITY

SUBMITTAL REQUIREMENT 6.1.A. Clearly describe and provide evidence of the specific elements and characteristics from the surrounding context that proposed design will perpetuate.

6.2 PRECEDENT

INTENT; PRECEDENT

Lowry encourages design that is “of its time” as well as representative of timeless design principles (proportion, harmony, contrast, etc.).

GUIDELINES; PRECEDENT

Provide examples of the intended design qualities (architectural, landscape, and/or urban design). through existing elements or details. Clearly articulate how these precedent examples relate to Lowry's recent and distant heritage. Architectural styles should be compatible with the surrounding context.

SUBMITTAL REQUIREMENTS; PRECEDENT

SUBMITTAL REQUIREMENT 6.2.A. PRECEDENT. Provide examples of existing buildings and places at Lowry that represent intended qualities and features of the proposed design.

SUBMITTAL REQUIREMENT 6.2.B. PRECEDENT. Provide examples (regional, national, or international) that represent intended qualities and features of the proposed design

6.3 COMPLETE STREETS

INTENT; COMPLETE STREETS

Complete streets should prioritize pedestrians by activating the semi-public realm of building frontages with landscape, lighting and amenities while managing traffic, parking and the interface with other forms of transportation.

GUIDELINES; COMPLETE STREETS

Complete streets shall synthesize the public and private realms and prioritize the following:

- A continuous tree lawn and tree canopy shall reinforce the street edge and provide shade for the sidewalk and adjacent buildings
- Buildings should be aligned parallel to streets, tree lawns and sidewalks.
- Porches, courtyards, storefronts, etc. that be usable and encourage activation along the pedestrian realm.
- Porches shall be elevated above the sidewalk and should be between 2 feet and 3 feet above the adjacent sidewalk elevation to create semi-private/semi-public separation.
- Address block corners as active pedestrian crossings with building entries or similar functions.

SUBMITTAL REQUIREMENTS; COMPLETE STREETS

SUBMITTAL REQUIREMENT 6.3.A. COMPLETE STREETS. Clearly indicate adjacent streets, alleys, drives, right(s) of way and other similar conditions including but not limited to tree lawn width and material, tree spacing and species, sidewalk width and material, street furniture, lighting and adjacent building elements (porches, courtyards, etc.)

6.4 SUSTAINABILITY

INTENT; SUSTAINABILITY

Development and construction at Lowry should support a holistic approach to sustainability and improving energy efficiency.

GUIDELINES; SUSTAINABILITY

Designs for buildings, landscape and hardscape should consider:

- Reduced energy/water usage
- Renewable energy
- Durability and life-cycle costs of materials
- Locally sourced materials
- Recycling and minimizing waste

LDRC encourages certification by other sustainable rating metrics, including but not limited to:

- U.S. Green Building Council (USGBC), Leadership in Energy & Environmental Design
- U.S. Department of Energy (DOE), Energy Star
- Home Energy Rating System (HERS)
- Referenced improvements over ANSI/ASHRAE/IESNA baselines
- Enterprise Green Communities

SUBMITTAL REQUIREMENTS; SUSTAINABILITY

SUBMITTAL REQUIREMENT 6.4.A. SUSTAINABILITY. Provide energy modeling and certification documentation

6.5 ADDITIONS, ACCESSORY STRUCTURES AND ACCESSORY UNITS

INTENT; ADDITIONS, ACCESSORY STRUCTURES AND ACCESSORY UNITS

Additions, accessory structures and accessory units shall be clearly ancillary to the primary building.

GUIDELINES; ADDITIONS, ACCESSORY STRUCTURES AND ACCESSORY UNITS

Additions, accessory structures and accessory units shall:

- match or complement the principal building in architectural character, materials and color
- be integrated with the landscape plan that minimizes the view from adjacent properties and public rights of way

Accessory units shall not be served by a driveway separate from that serving the primary building. Primary buildings should not be altered to appear to be a multiple-unit dwelling use.

An accessory structure is a habitable or not habitable secondary structure. Examples include but are not limited to a shed, playhouse, tree house, garage, mechanical enclosure, etc.

An accessory unit is an attached or detached Accessory Dwelling Unit.

Additions, accessory structures and accessory units shall be submitted for design review concurrent or prior to City of Denver permit submittals.

LDRC may request specific studies of views from other properties and public rights of way

SUBMITTAL REQUIREMENTS; ADDITIONS, ACCESSORY STRUCTURES AND ACCESSORY UNITS

SUBMITTAL REQUIREMENT 6.5.A. ADDITIONS, ACCESSORY STRUCTURES AND ACCESSORY UNITS.

Clearly indicate the location and distance of proposed buildings from trees, fencing, utilities and other structures on the property and adjacent to the property, setbacks

7.0 CHARACTER: FOUNDATIONAL PRINCIPLES

7.1 COMPOSITION

INTENT; COMPOSITION

Although design has subjective aspects, LDRC determinations regarding appropriate design (composition, aesthetics, style, compatibility, etc.) has authority.

GUIDELINES; COMPOSITION

Building design should be well-composed and guided by proportion, balance, rhythm and hierarchy to:

- prioritize the pedestrian experience
- clearly delineate entry
- minimize conflicts between vehicular and pedestrian movement
- clearly differentiate public versus private or secured access
- develop building facades with consistent use and integrity of materials at a similar level of articulation
- articulate and break down the massing of an individual building
- articulate and create distinctiveness between buildings

SUBMITTAL REQUIREMENTS; COMPOSITION

SUBMITTAL REQUIREMENT 7.1.A. COMPOSITION. Provide building elevations both with and without landscape and signage elements (trees, shrubs, lighting, signs, etc.)

7.2 MASONRY

INTENT; MASONRY

The significant use of masonry, specifically brick, is an important and defining characteristic of historic Lowry Air Force buildings, its redevelopment and of East Denver. Lowry seeks to maintain this connection to this heritage.

GUIDELINES; MASONRY

Brick or stone shall be a minimum of 30% of the net exterior materials in a Residential Neighborhood Overlay.

Brick shall be a minimum of 40% of the net exterior materials for buildings in a Mixed-Use or Commercial Context Overlays.

"Blond" brick shall be a minimum of 50% of the net exterior materials for buildings in a Heritage Context Overlay.

Stucco, cementitious siding or other similar cementitious products shall not be considered as masonry. Thin brick, artificial stone and other similar materials designed to resemble masonry will be evaluated by the LDRC for compatibility with the Context Overlay

Percentage requirements shall be calculated for the net facade area (excluding openings). Percentage requirements can be met as the average percentage of all façades (not necessarily a minimum for each façade).

SUBMITTAL REQUIREMENTS; MASONRY

SUBMITTAL REQUIREMENT 7.2.A. MASONRY. Clearly indicate how the proposed design meets or exceeds the minimum masonry requirement

7.3 MATERIALS

INTENT; MATERIALS

Building materials, finishes and colors shall be durable and compatible with the building type and building style; arbitrary material transitions shall be avoided.

GUIDELINES; MATERIALS

Building materials, finishes and color shall not be distressed, highly reflective or brightly colored. Transitions between materials should occur at inside building corners or support other architectural compositional strategies (e.g., base/middle/cornice).

Highly reflective glazing shall be avoided.

Percentage requirements shall be calculated for the net facade area (excluding openings

SUBMITTAL REQUIREMENTS; MASONRY

SUBMITTAL REQUIREMENT 7.3.A. MATERIALS. Provide a table of material quantities, indicating both areas and percentages

SUBMITTAL REQUIREMENT 7.3.B. MATERIALS. Provide material, finish and color samples/specifications (cladding, doors, window frames, glass, roofing, etc.)

SUBMITTAL REQUIREMENT 7.3.C. MATERIALS. Provide details at materials transitions

7.4 LIGHTING

INTENT; LIGHTING

Lighting quality and quantity in the Lowry community is intended to reinforce pedestrian safety and security.

GUIDELINES; LIGHTING

Lighting shall:

- Prioritize pedestrian areas (sidewalks, parking areas, etc.)
- Have a warm in color temperature (3,000 Kelvin and below)
- Strive for even illumination by avoid up-lighting, glare and high contrast areas
- Be adjustable in position and intensity
- Minimize impact on neighboring properties; for example, light-spill or over-lighting that results in dark areas for adjacent properties
- Minimize light pollution
- Consider existing lighting levels and locations of street, parking and pedestrian lighting.

Lighting plan with photometric modeling may be requested by the LDRC.

SUBMITTAL REQUIREMENTS; LIGHTING

SUBMITTAL REQUIREMENT 7.4.A. LIGHTING. Provide exterior light fixture specifications, including color temperature

7.5 SIGNAGE

INTENT; SIGNAGE

Signage should be clear, concise and well-constructed and architecturally integrated; visual clutter should be minimized.

GUIDELINES; SIGNAGE

Signage should be hierarchically organized with priority placed based on the likelihood of change over time:

- building address (unlikely to change)
- building entry (unlikely to change)
- building identification (somewhat variable over time)
- tenant identity (more variable over time)

All permanent signage, wayfinding, etc. shall be submitted. Signage shall be simple and readable. Signage shall not be over-scaled, over-lit or over-designed.

One building with one tenant:

1. One ground monument sign with building address
2. One primary façade mounted wall sign along the elevation that matches the street address
3. One secondary façade mounted wall sign at a public entry, if an additional entry is provided on an elevation other than that of the primary street address (i.e., parking lot, secondary street)
4. Any and all tenant changes or alterations shall be submitted for approval

One building or group of buildings with multiple tenants:

1. One ground mounted monument sign identifying address and individual tenants
2. One primary façade mounted wall sign with the primary tenant or other similar entity along the elevation that matches the street address
3. One secondary façade mounted wall sign at a public entry, identifying the primary tenant or other similar entity, if an additional entry is provided on an elevation other than that of the primary street address (i.e., parking lot, secondary street)
4. One exterior Individual tenant directory wall sign
5. One façade-mounted sign, awning or similar sign at each tenant entry
6. A Comprehensive Signage Plan or similar document shall be submitted for approval
7. Any and all tenant changes or alterations shall be submitted for approval

LDRC may allow additional signage or limit signage based on context or an evaluation and determination of unique circumstances.

LDRC may accept a Comprehensive Sign Plan approved by the City of Denver as an alternative to the aforementioned.

Building elements, materials or finishes that are intended to be perceived as signage or branding are prohibited.

LDRC may request verification of compliance with Denver Signage Permit requirements, Denver Comprehensive Sign Plan application and/or Denver Landmark Preservation Guidelines for Signs.

SUBMITTAL REQUIREMENTS; SIGNAGE

SUBMITTAL REQUIREMENT 7.5.A. SIGNAGE. Provide photographs and representations of existing conditions with and without the proposed signage

SUBMITTAL REQUIREMENT 7.5.B. SIGNAGE. Provide signage fabrication and installation drawings indicating size, materials, finishes, colors, lighting, mounting, equipment, etc.

7.6 LANDSCAPE

INTENT; LANDSCAPE

Lowry supports design solutions and strategies for hardscape and landscape areas that use sustainable materials and practices that conserve resources while achieving the design intent and enhancing the character and quality of the place. LDRC prioritizes the protection of existing trees, tree lawns, and landscape areas that are healthy and enhance the established and evolving "urban ecosystem" at Lowry.

GUIDELINES; LANDSCAPE

Lowry seeks responsible landscape design solutions that create a rich and diverse composition of landscape materials and that enhance the function, use and enjoyment of spaces for a broad range of activities through all seasons.

Plant selection should be appropriate to their specific location, solar orientation and microclimate characteristics. Diverse microclimates will have different amounts of sunlight and shade, summer and winter wind and seasonal moisture variations. Plants should be grouped together with similar light and water requirements and should be selected based on compatibility with specific microclimate conditions.

Landscape design should balance the continuity of streetscape with individuation and variety from property to property. Monocultures should be avoided and balanced with unity and variety of the overall landscape composition. Landscape design should address transitions between manicured and native areas.

Consider opportunities for herb gardens, fruit trees or other similar food producing plant materials that can be integrated into and enhance landscape design strategies.

Existing landscape

1. Existing trees and landscape should be retained and integrated.
2. Arborist evaluation may be required.

Turf

1. Alternatives to traditional bluegrass turf should be considered to reduce water consumption. Where grasses are appropriate, but the durability of bluegrass turf types are not required, alternative selections of drought tolerant varieties should be considered. The use of appropriate turf and grass varieties along with efforts to limit the amount of intensely irrigated lawn can reduce the water, fertilizer and maintenance requirements.
2. Drought tolerant turf grasses can be considered as an alternative to the turf area between the detached sidewalk and the street but should maintain easy access between street parking and the sidewalk.
3. Improved cultivars of cool-season turf grasses should be considered where traditional turf type grasses are appropriate and can reduce water requirements by 30 percent or more.

Artificial Turf

1. Artificial turf is permitted where not immediately visible from the street
2. Artificial turf must be the color of natural, living grass

Edges

1. The unique character of Lowry's alleys has been the landscaping between the edge of the alley paving and the fence or building. An area no less than 3 feet should be provided for a continuous line of grasses, shrubs or trees that create a landscape zone on the alley side of the fence. Plant material selection should not inhibit trash pickup or vehicle movement and support a sense of safety and security.
2. Similar to the alley landscaping zone, a landscape zone no less than 3 feet should be provided between the fence and sidewalk or other similar conditions.

Irrigation

1. Irrigation should be efficient and should be automatically controlled. Irrigation zones should be separated based on plant types, micro-climate conditions, appropriate to the plant types, soil and orientation.
2. Landscape installations should achieve reduced water requirements for landscape irrigation, while maintaining a vigorous, diverse, plant vocabulary that supports a unified urban design vision.
3. Mulch keeps plant roots cool, reduces evaporation and reduces weed growth. Fibrous, organic mulches should be used to create a cohesive mat that is resistant to wind and water erosion. Inorganic mulches should be avoided.

Xeriscape

Xeriscape is a diverse combination of low-water plants and materials that create a beautiful, water-wise landscape. Principles of Xeriscape design should be incorporated into the design through the following:

1. conserve water and create a design that makes phasing possible.
2. create practical turf areas.
3. use low water plants.
4. use high-quality soil amendments.
5. use mulches to keep the soil cool.
6. design appropriately to location and context

SUBMITTAL REQUIREMENTS; LANDSCAPE

SUBMITTAL REQUIREMENT 7.6.A. LANDSCAPE. Clearly indicate plant material species, quantity and locations

SUBMITTAL REQUIREMENT 7.6.B. LANDSCAPE. Clearly indicate material, color, and finishes of hardscape, paving, street furniture, lighting and other decorative and supportive elements

SUBMITTAL REQUIREMENT 7.6.C. EXISTING LANDSCAPE. Provide a tree survey/ landscape inventory, indicating caliper size, spread, species, condition, and location for existing trees both on the property and in the adjacent right(s) of way.

8.0 SUPPORTING GUIDELINES (ALPHABETIZED)

Applicants and owners shall review both LDRC guidelines and BAG guidelines (<https://lowrydenver.com/owner-resources/hoc-guidelines/>)

A

Air conditioning

Air conditioners, swamp coolers, evaporative cooler, etc.

See Equipment

Awnings

See Exterior architectural features

B

Balconies

See Exterior architectural features

C

Carports

Residential carports, on single family detached lots, are not allowed.

D

Decks

See 7.4

Doors

See Renovations

Drive-throughs

Commercial drive-through building forms do not support a walkable pedestrian environment and are not allowed.

Driveways

See Paving

E

Electric vehicle charging stations

The addition and integration of EV stations for public access is encouraged.

Private EV stations should be located inside the garage, alternate locations will be considered.

See Equipment

Equipment

Equipment, generally considered as mechanical, electrical, water, or similar equipment for building and landscape utilities, shall not be located in highly visible locations (front yards, etc.) and shall be adequately screened by landscape or fencing. Equipment placed between buildings should be placed as far away as possible from neighboring windows to minimize noise impact. Roof mounted equipment shall not be visible from adjacent streets and shall be screened.

See Screening

Exterior architectural fixtures

Exterior architectural fixtures (lighting, architectural features, etc.) that are attached to a building shall be submitted and be compatible in character, scale, material, color and finish with the existing building and surrounding context.

F

Fences

Fences should be minimized where possible and provide a balance of privacy and transparency appropriate to the context and conditions.

See Walls

Fireplaces

See Outdoor kitchens

G

Garages

The visual impact of attached garages, detached garages, parking structures, etc. shall be minimized.

See 7.6

Grills

See Outdoor kitchens

H

I

J

K

L

Loading docks

See Screening

M

Modular buildings

See Temporary buildings

N

O

Outdoor kitchens

Permanent kitchens and permanent installation of any components including but not limited to grills, smokers, storage, sinks etc.) shall be integrated with the landscape, patio, and building design. Portable grills, smokers, etc. do not need to be submitted for review.

Overhangs

See Exterior architectural features

P

Paving

Walks, driveways, patios, etc. shall be integrated with the surround landscape context, provide adequate drainage and submitted for review. Paving should support and prioritize pedestrian safety, circulation and congregation. Decorative but durable finishes are encouraged.

Photovoltaics

PV systems and equipment. All PV shall be submitted for review. PV equipment should be located to minimize visual impact from public rights of way.

See Equipment

Porch Roofs and Permanent Deck Covers

See 7.4

Q

R

Renovations

Any modification that affects the exterior of a building shall be submitted (including but not limited to the addition of doors and/or windows, the addition of mechanical equipment, etc.).

Recycling areas

See Screening

S

Screening

Landscape, fencing and/or walls that are compatible with the surrounding conditions and context shall be provided to minimize view of equipment, service areas, utilities, etc. from public R.O.W. and other exposed areas.

Service areas

Service areas, equipment areas, loading docks, utilities, trash areas, etc. shall be screened.

See Screening

Solar

See Photovoltaics

Shutters

See Exterior architectural features

T

Temporary buildings and structures

A structure shall be deemed "temporary" if it is erected, or planned to be erected, for 12 months or less. Temporary structures are generally allowed for use consistent with the primary function of the permanent structure(s) on the lot. Temporary buildings and structures must be submitted to the LDRC for review and approval.

If a structure is to be on-site for longer than 12 months, it will be considered intended for long-term use and therefore is required to go through the full LDRC Design Review process and meet the Design Guidelines criteria.

Trash enclosures

See Screening

U

Utilities

See Screening

V

W

Walls, building

The monotony of long and tall, vertical and horizontal building walls shall be minimized.

Windows, materials, offsets, etc. shall be used to break down the visual impact of building walls.

Walls, landscape

Walls used as part of the landscape design for privacy, property delineation, etc. should be minimized but are preferred to fencing in highly visible locations. Walls at Lowry establishes a clear precedent for materials, scale and design elements should be integrated into new construction.

Windows

See Renovations

X

Xeriscape

Xeric and other low-water landscape design are encouraged and shall be deliberately and intentionally organized to support xeric design principles. Modification of existing landscape areas and establishing new landscape areas must be submitted for review.

Y

Z

9.0 DESIGN REVIEW SUBMITTAL TYPES

9.1 MINOR CONSTRUCTION

- 1-stage (Concept/Comprehensive/Final) recommended if complete and accurate materials are submitted.
- Examples include but are not limited to signage and minor exterior building fixtures (lighting, awnings, decks etc.) to an existing building on one (1) lot.

9.2 MAJOR CONSTRUCTION

- 2-stage (Concept and Comprehensive/Final) recommended when complete and accurate materials are submitted.
- Examples include but are not limited to accessory buildings and renovations or additions to an existing building on one (1) lot.

9.3 NEW CONSTRUCTION; ONE (1) BUILDING ON ONE (1) LOT

- 3-stage (Concept, Comprehensive and Final) recommended when complete and accurate materials are submitted.

9.4 NEW CONSTRUCTION; MULTIPLE BUILDINGS

- 4-stage (Concept, Comprehensive 1, Comprehensive 2 and Final) recommended when complete and accurate materials are submitted.

10.0 DESIGN REVIEW SUBMITTAL STAGES

The following is the design review submittal stages and sequence. Applicants shall submit previous submittal information and proposed revisions with each resubmittal and progressing review. Generally, it is expected that projects submitted to the LDRC will include drawings prepared by licensed professionals (architects, civil engineers, structural engineers, landscape architects, etc.) LDRC reserves the right to request additional information.

10.1 PRE-DESIGN: INITIAL MEETING

The applicant shall meet with the LCMA Executive Director and a representative of the LDRC to discuss the intended project. LDRC will establish a context overlay for the project. LCMA Executive Director may assign LDRC member to work with the applicant to understand the guidelines requirements and process. This member will recuse from LDRC decisions and may present an evaluation of the project based on these guidelines to the LDRC.

10.2 SCHEMATIC DESIGN: CONCEPT REVIEW

Schematic design review submittals shall demonstrate the general design framework for compliance with the foundational guidelines. Minimum submittal information shall include, but is not limited to:

- Lowry context overlay analysis (aerial and eye-level photographs; diagrams noting relevant features and dimensions)
- Concept site plan (property lines, easements, setbacks, utilities, existing landscape, existing and proposed building footprints, walls, fencing, paving, critical dimensions and separation distances)
- Concept building plan(s) (overall dimensions)
- Concept building massing (existing and proposed grading, building height, bulk plane, window and door openings)
- Concept building materials
- Design precedent/inspiration example(s)

10.3 DESIGN DEVELOPMENT: COMPREHENSIVE REVIEW(S)

Design development review submittals shall clearly indicate compliance with foundational guidelines. Submittals shall clearly indicate connection with previous submittals. Minimum submittal information shall include but is not limited to:

- Site plan (property lines, easements, setbacks, utilities, existing landscape, existing and proposed building footprints, walls, fencing, paving, critical dimensions and separation distances, parking table)

- Landscape plan (species, quantities and locations)
- Grading plan (existing and proposed grading)
- Building plans (all levels, with overall dimensions)
- Building elevations (full and partial elevations indicating finished and proposed grading, building height, bulk plane, table with area and percentages of all materials, signage, lighting)
- Building material samples (color and finishes indexed to elevation drawings)
- 3-dimensional representations

In addition, LDRC may request additional information including but not limited to:

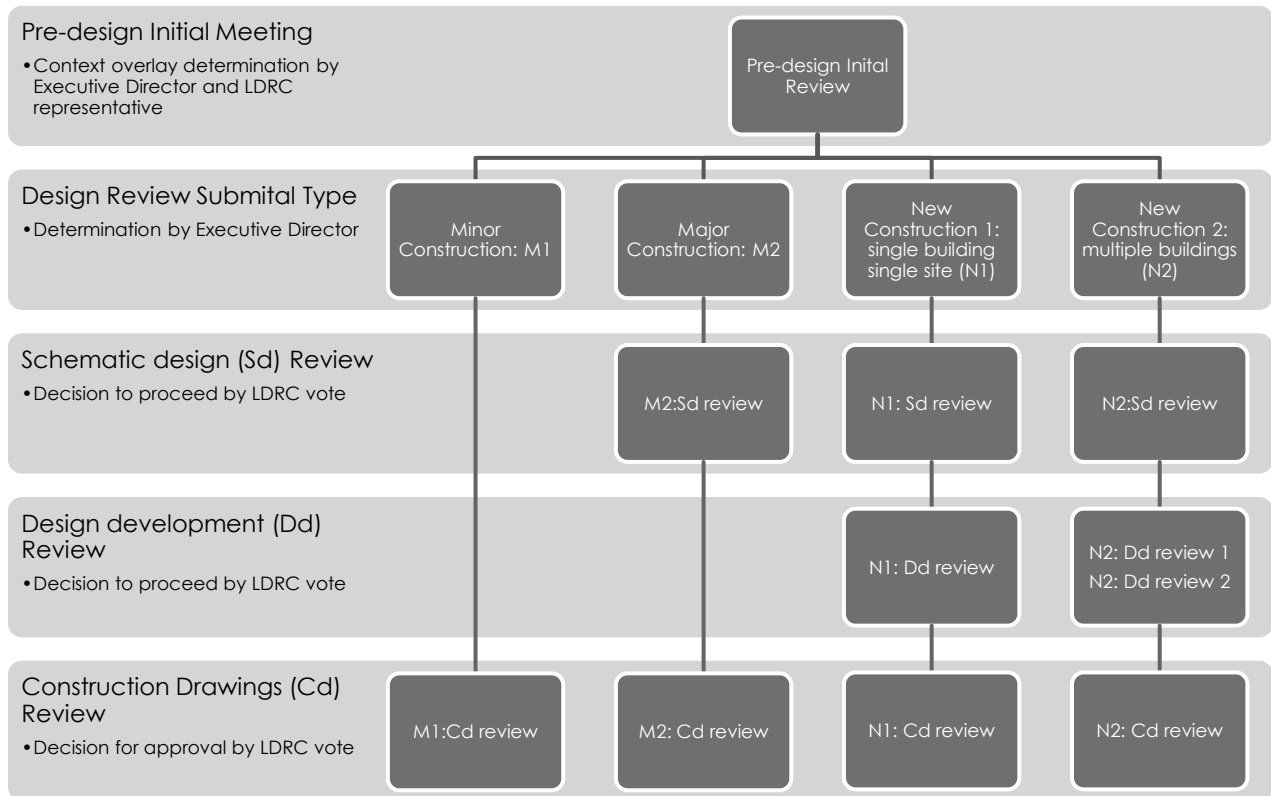
- Special reports (traffic, solar impact, neighborhood outreach, photometrics, etc.)
- Status and copies of jurisdictional submittals

10.4 CONSTRUCTION DRAWINGS: CONFIRMATION REVIEW

Construction drawings review submittals shall clearly indicate connection with previous submittals and shall be identical to the drawings submitted for jurisdictional approvals/permits, including but not limited to;

- Architectural
- Details and specifications
- Civil engineering
- Landscape
- Structural engineering
- Mechanical, electrical and plumbing engineering
- Signage
- Status and copies of jurisdictional permits and approvals

10.4 DESIGN REVIEW SUBMITTAL TYPE + DESIGN REVIEW SUBMITTAL PROCESS DIAGRAM



11.0 DESIGN GUIDELINES SUBMISSIONS

DESIGN REVIEW SUBMISSIONS

LDRC meets periodically to review and approve request forms and seeks to provide timely responses to all requests. Once all submission stage requirements have been submitted and have been deemed complete, the LDRC shall have thirty days in which to approve or disapprove the submitted plans.

INCOMPLETE SUBMISSIONS

Design review submittals without sufficient information will not be scheduled for the LDRC agenda and will be deemed denied until such time as the applicant submits all of the appropriate documentation.

TIMELINESS OF SUBMISSIONS

Digital submittals shall be received one week before a scheduled LDRC meeting and verified by an approved agenda from the Executive Director.

Applicants, owners and their consultants should attend and be prepared to answer questions. Quantities and size of printed exhibits, material samples, audio visual presentations, etc. shall be coordinated with the LDRC prior to the scheduled LDRC meeting.

ACCURACY OF SUBMISSIONS

Applicants are responsible for the verification and accuracy of all information (dimensions, grading, building, landscape, etc.)

OTHER OWNERS AND NEIGHBORHOOD ASSOCIATION APPROVALS

If a property is located within a sub-association, or neighborhood association that is separate from LCMA, applicants are responsible for seeking the written approval of the sub-association first for proposed improvements and then submit a request to LDRC.

Once the project has been approved by the LDRC, if the project has a potential impact on neighboring properties, applicants are encouraged to outreach, inform and seek feedback from neighbors.

PROGRESSION OF SUBMISSIONS

Applications are expected to sequentially progress a design based on previous approvals. Significant changes or other alterations to a design that is not aligned with previous submittal information may be cause for LDRC to rescind previous approvals and/or require an applicant to restart the design review process.

12.0 DESIGN REVIEW AGENDA AND HEARINGS

An applicant must request and receive confirmation from the Executive Director that their application has meets submission requirements and is scheduled on the LDRC agenda.

The applicant shall notify the Executive Director if they intend to make a brief presentation to the LDRC regarding the application. This presentation shall be limited specifically to how the

proposed design supports these guidelines. Following this presentation LDRC may ask the applicant clarifying questions, applicant responses shall be limited to answering the question.

LDRC hearings are not intended to be design meetings or design critique sessions; independent LDRC work sessions may be scheduled between LDRC and an applicant for in-depth discussions.

13.0 DESIGN REVIEW DECISIONS

LDRC will vote for approval, approval with conditions or disapproval at each design review submittal stage (schematic design review, design development review(s) and construction drawing review). An application is not considered approved until all design review submittal stage reviews are completed with decisions rendered by LDRC.

LDRC has the right to approve, withhold approval, approve with conditions, or disapprove any submittal based on its determination the project does not reasonably comply with the Guidelines.

LDRC is not required to render a decision for an application at the scheduled hearing and may decide to postpone a decision and continue consideration of an application at a future date; LDRC may continue to allow for additional LDRC discussion, to receive additional information from the applicant or for any other reason.

The lack of a response from the LDRC to an application and/or request is not an implied approval and such application and/or request shall be deemed disapproved.

CONDITIONS OF APPROVAL

Conditions of approval may be established by LDRC.

As a condition of approval for a requested architectural change, modification, addition or alteration to a property, an owner on behalf of himself or herself and his or her successors-in-interest affirms and assumes, unless otherwise agreed in writing, all responsibilities for maintenance, repair, replacement, and insurance to and on such change, modification, addition or alteration.

In the discretion of LDRC, an applicant may be required to enter into a written agreement establishing the approval of a request in recordable form and binding on all successors-in-interest.

RIGHT OF WAIVER

LDRC reserves the right to waive any of the procedures or standards set forth in these guidelines, in their discretion, for good cause shown, without notice to adjacent owners.

If a waiver is granted, LDRC must give notice of the waiver to LCMA. LCMA will have 30 days after receipt of notice to review, ratify or veto the waiver.

14.0 VARIANCE REQUESTS

Any deviation from processes, procedures, standards, or rules from these guidelines, requested by an applicant, requires an approved variance.

VARIANCE JUSTIFICATION

If strict application of these guidelines would be impossible, unduly harsh, or unnecessary, a variance may be granted if one or more of the following are met:

- physical conditions such as topography, natural obstructions or aesthetic or environmental considerations that are present on the Property; or
- extreme or undue hardship to the Applicant
- the proposed variance, although not meeting the requirements, can be proven to directly and substantially advance the stated intent of these guidelines

LDRC shall endeavor to determine that:

- the variance would not unreasonably burden other property within the community; and
- the variance is the minimum possible to alleviate the physical condition or relieve the hardship; and
- the variance is not in response to a violation by the applicant of any covenant, design guideline, rule or regulation.

If a waiver or variance is granted in accordance with these guidelines, no violation of the provisions of these guidelines shall be deemed to have occurred with respect to the matter for which the waiver or variance was granted; provided, however, that the granting of a waiver or variance shall not operate to waive or vary any of the provisions of these guidelines or the Master Declaration for any purpose except as to the particular property and particular provision hereof covered by the waiver or variance, nor shall the granting of any waiver or variance affect the jurisdiction of any architectural or design control of a sub-association or committee created by a Supplemental Declaration, nor shall the granting of a waiver or variance affect in any way the Owner's obligation to comply with all governmental laws and regulations affecting the property concerned, including, but not limited to, the subdivision regulations and zoning ordinances and setback lines or requirements imposed by any governmental authority having jurisdiction

VARIANCE REQUEST PROCEDURE

LDRC will review the variance request and approve or disapprove the request. Variance decisions of the LDRC regarding initial construction are considered final and cannot be appealed. All other variance decisions made by the LDRC may be appealed by the applicant to the LCMA Board of Directors.

LCMA VARIANCE REVIEW

LCMA Board of Directors may review variances granted or denied by the LDRC to affirm the committee's action, reverse the decision of the LDRC or impose additional terms and conditions.

15.0 DESIGN REVIEW APPLICANT APPEALS

An owner of a property which is the subject of a decision issued by LDRC may appeal that decision.

Appeals permitted under these guidelines shall be made to the LCMA Board of Directors.

All notices and hearings for any violation(s) of these guidelines shall be governed by the LCMA Governance Policies and Procedures.

NO RIGHT TO APPEAL

Appeals are not allowed for decisions of the LDRC related to initial construction.

No appeals are permitted for decisions of the LCMA Board of Directors or any hearing body appointed by the Board with respect to any violation of these guidelines or any fine imposed for violations.

NOTICE OF APPEAL

Appeals must be made in writing and submitted to LCMA within thirty (30) days following the issuance of the applicable LDRC decision that is being appealed. The written appeal must (a) refer to the particular committee decision that is being appealed and (b) provide a statement of justification for making the appeal.

Within a reasonable period of time following receipt of a notice of appeal by an appealing party, the Board of Directors, or a Hearing Panel appointed by the Board, shall hear the appeal. The Board of Directors or the Hearing Panel shall provide the appealing party written notice of the appeal hearing that includes the date, time, location and nature of the hearing.

APPEAL HEARING AND DECISION

The hearing procedures for all Appeals shall be conducted by the Hearing Panel appointed by the LCMA Board of Directors pursuant to the appeals policies and procedures contained in the LCMA Governance Policies and Procedures.

The appealing party bears the burden of establishing that the decision made by LDRC was in error and that, in the case of a Variance, the standards justifying a Variance have been met. The decision of the Hearing Panel shall be in writing and shall be mailed to the appealing party following the appeal hearing. All decisions made by the Hearing Panel for appeals shall be final and there shall be no further right of appeal.

16.0 CONSTRUCTION AND NONCOMPLIANCE

COMMENCEMENT OF WORK

Improvements must be commenced within one year from the date of approval. If not commenced within such time, then approval is deemed expired and revoked unless a written extension for commencing the work is approved and given.

Construction shall proceed as promptly and diligently as possible and in conformance with the approved.

APPROVAL IS REQUIRED BEFORE COMMENCING WITH WORK

Written approval by LDRC is required before any person may initiate or commence any site improvements, construction, exterior renovations, landscaping, or development to any property in the community.

LOCAL GOVERNMENT PERMITS, CODES, AND REQUIREMENTS

In addition to obtaining the approval from LDRC, owners are likely to be required to obtain certain permits (such as a building permit) from the City or other governmental entities. LDRC may require verification of valid permits and approvals.

Approval by the LCMA or LDRC does not mean or warrant that the proposed Improvement will comply with the building and zoning code of the City or conformance with state, and/or federal governmental requirements or regulations. LCMA and LDRC bear no responsibility to advise or notify an applicant about local City permits or other jurisdictional requirements.

INSPECTIONS AND WORK IN PROGRESS

The owner shall provide access for LCMA or LDRC to investigate or inspect any Property for conformance or compliance with these Guidelines and the approved design.

Absence of inspection and notification during the construction period does not constitute either approval of the work in progress or compliance with these Guidelines, the approved design, or the Master Declaration.

If during construction changes occur to an Improvement which cause it to be significantly different from the approved design, a request for approval of these changes before implementing any such change must be submitted by the Applicant with: (a) a written statement giving the reason the changes are desired, and (b) a complete description of the change, including drawings, specifications and any other descriptive material required by LDRC.

Notice of completion of the installation or construction of the proposed Improvements must be given to LDRC.

Failure to provide notice of completion of an approved Improvement, or refusal to allow inspection, may result in the withdrawal of approval.

ENFORCEMENT/FAILURE TO SUBMIT

If an owner fails to submit a request form and/or get approval prior to starting work, LCMA or LDRC may take all action afforded it by law and in equity, and exercise any remedies set forth in the Master Declaration, the Policies regarding Covenant and Rule Enforcement and/or any other action, including, without limitation, requiring the owner to stop work and return the property to its original condition.

NONCOMPLIANCE

Failure to complete proposed improvements in accordance with the approved application, plans and other documents constitutes a violation of these guidelines and the Master Declaration.

LDRC may investigate or inspect any property for conformance with the guidelines. If an inspection reveals that the construction is not in compliance with the approved design review application, approved final plans and/or with the guidelines

If an inspection reveals that a property is not in compliance with the approved final plans or other related documents, or with the requirements of these guidelines, a notice of violation may be sent to the property owner, specifying in reasonable detail the particulars of the Violation. An Owner must come into compliance within fifteen (15) days following the date of the notice of violation.

Upon receipt of the notice of violation, the owner may elect to request a notice and hearing to LCMA by providing written notice of such election to LCMA (with a copy simultaneously delivered to LDRC) prior to the expiration of the ten (10) day cure period above. Failure to timely request a notice and hearing as set forth above shall be deemed a continued non-compliance.

LCMA and LDRC shall be afforded all rights and remedies available in addition to, and not in lieu of, any enforcement and remedial rights given to LCMA in the Governing Documents and these guidelines.

NOTICE OF NONCOMPLIANCE

In addition to the inspection of completed work, LDRC may investigate or inspect any property within the Lowry Community for conformance or compliance with the mandatory requirements of these guidelines. Where such investigation or inspection reveals that the property is not in compliance with the requirements of these guidelines, the LDRC may send Notice of Noncompliance to the Owners of such Property identifying the particular circumstances or conditions of the property that fail to conform with these guidelines. Such notice shall also contain the date, time, and place of a hearing held by the LDRC for the purpose of evaluating the property's conformance with these guidelines and to consider the issuance of a Finding of Noncompliance.

LDRC HEARING AND FINDING OF NONCOMPLIANCE

On the date and time of the noncompliance hearing, the LDRC shall hear and consider information and evidence presented by interested parties regarding the conformance of the property with the requirements of these guidelines. Such hearing shall be conducted in

accordance with bylaws, rules, and procedures promulgated by the LDRC. At the conclusion of the hearing, the LDRC shall:

- make a finding that the Property is in conformance with these guidelines;
- make a finding that the Property is not in conformance with these guidelines; or
- continue the hearing to a date certain for the purpose of obtaining additional information regarding conformance.

Where the property is determined to be not in conformance with these guidelines, the LDRC shall issue a written Finding of Noncompliance. Such Finding of Noncompliance shall be sent to the Board of Directors.

CORRECTION, REMEDY, OR REMOVAL OF NONCOMPLIANCE

If the Board of Directors determines that noncompliance exists or ratifies a Finding of Noncompliance, the owner shall correct, remedy, or remove the same within a period of not more than twenty (20) days from the date of receipt by the owner of the ruling of the Board of Directors. The Board may provide additional time, not to exceed a total of sixty (60) days, in which the Applicant or Owner must bring the Property into compliance. If the Applicant or Owner does not comply with the Board ruling within such period, the Board may, at its option:

- record a Notice of Noncompliance against the real property on which the noncompliance exists,
- remove the noncomplying Development, or
- otherwise remedy the noncompliance,

The owner shall reimburse the Master Association, upon demand, for all expenses incurred therewith. If such expenses are not promptly repaid by the owner to the Master Association, the Board may levy such assessments and penalties as permitted by the Master Declaration against the owner for such costs and expenses. The right of the Master Association to correct, remedy, or remove any noncompliance shall be in addition to all other rights and remedies which the Master Association may have at law, in equity, or under these guidelines or the Master Declaration.

COMPLIANCE BY APPLICANT OR OWNER

If at any time prior to the Board of Director's final determination of noncompliance or ratification of a Finding of Noncompliance, the owner may notify the LDRC in writing that the noncompliance has been corrected, remedied, or removed. Following LDRC inspection of the Property and confirmation that the Property is in compliance, the LDRC may suspend all actions to enforce compliance.

APPENDIX 1: LOWRY DESIGN REVIEW COMMITTEE, CONDUCT OF MEMBERS

The intent of the LDRC Member Code of Conduct is to foster a positive and productive dialogue between applicants and committee members to achieve the best possible design quality.

Committee members will endeavor to provide clear and concise feedback guided by the LDRC principles, values, mission and vision.

While Committee members are valued for their professional and personal experience and perspectives, committee members shall clearly identify comments or feedback that is based on these design guidelines versus individual opinions or suggestions.

Committee members are expected to vote based on their individual evaluation of an application based on these design guidelines.

Committee decisions are passed by a majority vote; committee members shall not publicly speak against or undermine board decisions.

Committee members will not endeavor to influence decisions of the LDRC in their own interest or that of any other group and shall disclose any potential or perceived conflicts of interest to the LCMA Executive Director.

Committee members are expected to attend LDRC meetings or notify the LCMA Executive Director of their inability to attend a meeting as soon as possible.

Committee members will not discuss applications outside of scheduled meetings.

Committee members will not speak publicly on behalf of the LDRC and shall refer questions and other requests for information to the LCMA Executive Director, LDRC Committee Chair or other designated representative.

APPENDIX 2: CONDUCT OF CONTRACTORS (SUBCONTRACTORS, CONSULTANTS, AGENTS, ETC.)

Property owners are responsible for their contractors and agents observing the following requirements:

No construction work shall begin before 7:00 a.m. or continue after 7:00 p.m., nor shall construction work on the exterior of any building be permitted on Sundays.

Radio and other sources of amplified sound shall not exceed 68db for the 20 to 75 cycles per second frequencies graduating to 37db for frequencies exceeding 4800 cps measured from the lot line.

Dumpsters, portable restrooms and construction fencing shall be removed in a timely manner, within two weeks of project completion and shall not be on the site for longer than 120 days.

Construction sites must be kept in good condition with trash disposed of appropriately and building materials contained such that they don't blow into adjacent yards or the street.

APPENDIX 3: LANDSCAPE RESOURCES

A prescriptive list is not provided to allow flexibility and the following resources are provided as a point of departure for individual designs and plant selections:

- *Colorado State University Extension Service*
- *Colorado Nursery and Greenhouse Association*
- *Colorado Planting Guide*
- *Rocky Mountain Plant Guide*
- *Annual and Perennial Plant Guide*
- *Front Range Tree Recommendation List*
- *City and County of Denver- Forestry Division*
- *Denver Water's Water Wise Landscape Handbook*

APPENDIX 4: LOWRY DESIGN REVIEW COMMITTEE FEE SCHEDULE

Application	Description	Review Fee
Minor Improvement	1-Stage review of minor improvement by current property owner. Examples: commercial signage change, residential addition of covered porch.	No Fee
Pre-Design Review	1-hour of initial pre-design concept discussion.	No Fee
Major Improvement	2-Stage review or major improvement by current property owner. Examples: accessory building, major renovations or additions to existing building.	\$300
LDRC Advocate Services	Most new construction projects will be required to work with the LDRC advocate to prepare for submission. Incomplete submissions for minor and major improvement projects will also be required to work with an LDRC advocate.	\$100/hour
New Construction – Commercial and Multi-Family	Up to 25,000 GSF	\$1,000
New Construction – Commercial and Multi-Family	25,000 – 100,000 GSF	\$2,000
New Construction – Commercial and Multi-Family	Over 100,000 GSF	\$4,000
New Construction – Single Family Attached		\$300 per unit
New Construction – Single Family Detached		\$500 per unit
Committee Working Session	Working Sessions are meetings that are in addition to the established Design Submittal schedule.	\$300/hour
Variance Request	For plans that require a variance from the Design Guidelines.	\$300 per variance
Resubmittal after Final Plan Approved	One re-submittal meeting; additional meetings will be considered Committee Working Sessions.	\$250
No-Show Fee	Cancellation within 48 hours of scheduled LDRC meeting.	\$50

Updated 2020 August 27

APPENDIX 5: ENVIRONMENTAL CONSIDERATIONS, REGULATIONS, AND GUIDANCE FOR SOIL DISTURBING ACTIVITIES AT LOWRY

Contact Lowry Master Community Association for most current copy.

APPENDIX 6: RECOMMENDED DESIGN REVIEW HEARING PROTOCOL

- LDRC vote to approve the agenda timetable
- LDRC vote to approve minutes from previous meeting
- For each application, variance request, notice of noncompliance, etc.

1. Applicant may make a brief presentation, limited to specifically addressing how the proposed application addresses these guidelines.

2. LDRC may ask clarifying questions regarding the application; applicant shall be limited to answering the specific question. Review of the submittal requirement checklist is recommended.

3a. LDRC discussion between committee members about the application.

3b. Additional LDRC questions to the applicant

3c. LDRC decision (motion, vote, continuance, etc.)

RECOMMENDED AGENDA TIMETABLE

