

Let's Keep VOFP Beautiful. Together: A Reminder of Our Community Standards

Dear Homeowners,

To help preserve the beauty, harmony, and value of our community, the Covenant Committee and Master Board would like to remind everyone of our neighborhood standards. We all share the responsibility of making our community a great place to live, and these guidelines ensure that our homes and shared spaces reflect the standards we all value in the Village of Five Parks Master Association (“VOFP”).

The following information—based on our community covenants and resident feedback—offers clarity on common topics such as yard décor, property maintenance, and exterior features. We encourage you to review these standards. This is a quick reference guide-- please refer to the covenants and rules of VOFP for specific language.

As part of our ongoing commitment to maintaining neighborhood standards, the VOFP requirements are being enforced and management is conducting regular community inspections. These inspections help identify maintenance needs and ensure that homes and properties remain in compliance with community standards.

Our goal is not to single out homeowners, but to work together in preserving the overall appearance and value of our community. If a concern is noted during an inspection, you will receive a courtesy notice with details and reasonable time to address the matter.

We hope we can all work together to maintain a welcoming and well-kept environment for everyone.

Warm regards,

VOFP Master Association Board & Covenant Committee

Design Review Committee (DRC) Approval Required

All exterior modifications—including painting, windows, landscaping, masonry work, solar, air conditioning, patios, awnings, yard décor, or any construction equipment at your home such as a dumpster, portable toilet etc, require prior approval from the Design Review Committee.

Please refer to the VOFP Design Guidelines and Covenants for more detailed information.


Refer to: Design Guidelines 3.0, 4.0

 **Failure to submit and receive approval by DRC before the project installation may result in a homeowner violation fee of \$250 or more. In addition, the homeowner will be required to bring the project into compliance with guidelines and covenants.**

Items Not Permitted Without Approval

The following are examples and not intended to be an exhaustive list. If you are not sure if an item is allowed, submit a DRC to the VOFP with a picture of the item, size, and a picture of where it will be placed. If the item is a permanent fixture, DRC approval is required by both the Village of Five Parks Master (VOFP) and for those in a sub association.

 Fixtures repurposed as planters (e.g., toilets, troughs, bathtubs)

 Farm equipment used as decoration

 Broken, rusted, or excessive vintage items

 Bikes, metal sculptures, or planters placed in yard or alleys

✘ Yard décor obstructing landscapers or surrounded by weeds/trash

✘ Decorative items visible from alleyways

👉 Uncertain about an item? Please submit a DRC request with a photo, dimensions, and placement details.

Flags, Signs & Holiday Décor

✔️ Flags and signs bearing non-commercial messages, subject to limits in the rules on the number, location, and size. .

✘ Holiday decorations must be removed promptly after the holiday, which means within 7 days after the holiday, with the exception of Christmas, which must be removed by the end of the Stock Show (Colorado tradition.)

✘ Colored porch lighting and colored walkway lighting

Refer to: Design Guidelines 4.12, 4.16

Solar Ground Lighting Standards

Solar landscape lighting can enhance safety and curb appeal when used thoughtfully. To maintain visual harmony and avoid clutter:

✔️ Lights must be neatly nested within landscaping or borders

✘ Avoid placing lights haphazardly or excessively; spacing should be consistent and visually balanced

🚫 Lights should not obstruct walkways, create glare for neighbors, or distract from overall landscape design

👉 If you're unsure about placement, feel free to contact the Design Review Committee for guidance before installation.


Flower Boxes & House Numbers

- ✔ Permanent window boxes must match your trim color and be pre-approved
- ✔ Seasonal railing boxes are permitted but must be removed post-season
- ✔ House numbers must remain in their original placement
- ✔ Size should be 4”–5”; Approved colors: black, white, brushed nickel, or brass

Refer to: Design Guidelines 4.13, 4.14

Flower Pot Standards

To support a tidy and attractive neighborhood appearance, please ensure the following regarding flowerpots. These standards apply to front porches, yards, and visible areas:

- ⊘ No broken pots displayed anywhere on the property
- 🌱 All pots must contain healthy, living plants—no dead or neglected plantings
- ✘ Empty pots should be removed from view promptly
-  Avoid an excessive number of pots, especially if they create clutter or detract from overall curb appeal

Artificial Flower Guidelines

Artificial flowers can enhance a space when thoughtfully chosen and well-maintained. To preserve a cohesive and tasteful aesthetic, please follow these standards:

- ✔ Must be realistic in color, shape, and overall appearance
- ✔ Must be kept in excellent condition—clean, upright, and artfully arranged
- ✔ Should be appropriate for the current season in both style and color
- ✘ Bright neon or unnatural colors are not permitted
- ✘ Visually distracting or incongruous arrangements will not be allowed
- ⊘ Artificial flowers that detract from the community’s visual appeal or appear neglected must be removed promptly.

Trash Storage & Temporary Structures

- ⊘ Trash cans must be stored in garage.
- ✔ They may be placed at the curb the night before pick up
- ⊘ Cans must be returned to garage before midnight on the day of pick up
- ⊘ Trash or debris must not be visible from street or alleyways
- ✘ Tents, trailers, sheds, or temporary structures are not permitted

Refer to: Declaration of Covenants: 10.5, 10.11.2

Maintenance Guidelines for Curb Appeal

To uphold a consistent and attractive neighborhood appearance, homeowners (or the applicable subassociation) are expected to:

- ✔ Remove all weeds from rock beds and landscaped areas
- ✔ Prune all bushes, shrubs, and plants regularly
- ✔ Remove dead or diseased trees promptly
- ✔ Maintain a well-kept and visually appealing front yard and façade

- ✔ Keep lawns neatly mowed, watered, and free of weeds

Exception: During officially declared drought seasons—when the VOFD aligns with Arvada city water restrictions. Homeowners will never be required to maintain watering levels beyond what is permitted by the City of Arvada. Lawns should still be kept mowed and free of weeds, but reduced turf color or dryness resulting from mandatory water restrictions will not be considered a violation.

Front Porch Appearance Guidelines

To support a welcoming and well-maintained community aesthetic, homeowners are expected to:

- ✔ Keep front porches neat, clean, and free of clutter
- ✔ Use tasteful, well-maintained porch furniture that is in good condition
- ✔ Ensure decorative items are minimal, orderly, and appropriate for the neighborhood's appearance
- ✔ Avoid storing items on porches that are not permitted elsewhere on the property, including tools, equipment, excess décor, or any materials listed in other HOA restrictions
- ✔ Maintain clear walkways and ensure porches remain visually appealing from the street

Pet Waste Responsibility Guidelines

To maintain a clean, healthy, and welcoming environment for all residents, pet owners are expected to:

- ✔ Promptly pick up and properly dispose of dog waste on their own property
- ✔ Remove dog waste immediately when walking pets in all common areas
- ✔ Carry appropriate bags or supplies when walking pets
- ✔ Ensure that no waste is left behind in landscaped areas, sidewalks, pathways, or open spaces


Failure to pick up after pets—whether on the owner’s property or in any shared community space—may result in a violation and an associated fine.



Fine Schedule for Non-Safety Covenant Violations

To promote fairness, consistency, and accountability within our community, the Association has established a fine schedule for covenant violations that do not pose a threat to public safety or health. This structured approach allows residents ample opportunity to correct non-compliant behavior while reinforcing the importance of upholding shared standards. The schedule outlines a progressive system of notices and fines, with a maximum penalty of \$500.00 per violation, and ensures that enforcement remains both reasonable and respectful.



Violations That Do Not Threaten Public Safety or Health


Maximum total fines per violation: \$500.

 First Notice: Initial Letter

-  30 days to comply
-  Up to a \$250.00 fine

 Second Notice: Second Letter

-  Additional 30 days to comply
-  Up to \$250.00 fine, not to exceed \$500 for the violation.

 If the violation remains unresolved after both 30-day periods, the matter may be referred to the Association’s attorney for appropriate legal action.

Waiver of Fines

- ✨ The Board may waive all or part of any fine when appropriate.
- ✨ Waivers may be conditioned on the violation being resolved and ongoing compliance with the Articles, Declaration, Bylaws, or Rules.

The Association remains committed to fostering a respectful and well-maintained community. This fine schedule is designed not as a punitive measure, but as a means to encourage timely compliance and preserve the integrity of our shared environment. We appreciate the cooperation of all residents in upholding the standards that make our neighborhood a safe, welcoming, and beautiful place to live.

**VOPF Master and Design Review Committee
Design Review Form (DRC)
Hints and Tips for 2026**

The Village of Five Parks Design Guidelines (see TownSQ under Documents, select Governing Documents folder) outlines requirements for the community including the Village of Five Parks Master and the sub associations. Please review this document before submitting a Design Review/Architectural Request aka DRC form.

Approval from the Design Review Committee (DRC) is required on changes to your home before you can begin a project so it is important to plan accordingly allowing at least 60 days before the scheduled date of your project. Failure to receive approval may result in a violation and the requirement to remove the change made and/or additional costs bringing it to compliance.

When making a change to your home or exterior such as new paint, patios, landscaping, windows, roof or adding a radon system or solar, air conditioning unit etc. it is important to review the VOPF Design Guidelines first before submitting the DRC request.

In some cases, the sub association is responsible for the exterior paint, roof etc.

The following documents are available on TownSQ, under Governing Documents:

- Declaration of Covenants
- Bylaws of Village of Five Parks Master
- VOFP Design Guidelines
- Design Review Form (DRC)

What you need to know when submitting a DRC:

- **You must have an approved DRC form before starting your project. The DRC committee has 30 days from submission of a complete document and all required information to review and respond.**
- To not delay the DRC request, please provide as much detail as possible to give the committee the full picture of the change. Include pictures, measurements, diagrams and include if a trash bin, dumpster, and/or portable toilet will need to be at your home and timelines, etc. An incomplete DRC form or missing information may delay the review process.
- Include current photos of what you are changing/replacing (exterior paint colors, windows, roof, trees, patio, deck, doors) and a picture/diagram of what the change will look like.

The Design Review Committee works to approve requests as quickly as possible so not to delay your project.

Providing as much detail on the DRC form and via attachments of pictures, plans, diagrams help to speed that process along.

How to Submit your DRC form Online in TownSQ: Log in to TownSQ at <https://app.townsq.io>, Select Architectural Review, On the top right of the screen, select green box titled: + Submit project.

You are also able to upload documents and pictures to your project. If you have any questions or need assistance please contact the Depot for assistance

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