

**IVCC ARCHITECTURAL CONTROL STANDARDS
EFFECTIVE: MAY 2021**

The purpose of the Architectural Control Committee (ACC) is to preserve the uniformity and visual continuity of Innsbrook Village Country Club.

1. PAINT

- **Approval by the ACC is required prior to use of any paint other than the following list of approved products and vendors.**
- **Finish: Flat or satin.**
- **Standard paint colors:**
(Samples are available in the IVCC Office to confirm the approved colors.)

Exterior Walls: Albuquerque Beige

- Benjamin Moore UltraSpec N447-2X (Gallon)
Tint: S2 1x 16.000, R3 Ox 3.000
- Sherwin Williams 7 (Innsbrook Light Tan)
Tint: CCC*Colorant OZ 32, 64, 128; Y3 56, R2 2, B1 11-0-1
- True Value Hardware –AXZ 7, BZ 4, CZ 1Y30, 1Y24

Exterior Trim: Innsbrook Tan

Deck Rails: Innsbrook Tan

Garage Doors: Innsbrook Tan

- Benjamin Moore UltraSpec N447-2X (Gallon)
Tint: Y3 1x 29.000, S1 Ox 5.000, S2 8x0.000, R3 Ox 6.000
- Sherwin Williams 7 (called “New Innsbrook Dark Tan”)
Tint: CCC*Colorant, Oz 32, 64, 128; W1 22, B1 39-1, N1 5-1-1, R2 10-1-0, Y3 2-49-1-1
- True Value Hardware – N449X3X, Y3 3x8.2500, S1 1x10.2500, W1 4x.7500,R3 Ox12.5000
- Sherwin Williams Solid Body Oil Stain is also acceptable
- True Value Hardware – Alkyd/Stain Woodsman House/Trim, B 44, C 2Y42, F 8, KX 5Y3.5

- New garage doors must be painted Innsbrook Tan (**Section 1. Paint**) even if the manufacturer's color is a close match.

2. CARPORTS

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Carports may not be enclosed in keeping with Innsbrook's open appeal and for safety considerations.
- All new or re-built carports will be compatible with other structures located in the same building or same area of Innsbrook Village.
- Effective with the 2012 revision of the ACC guidelines, all carports must have a pitched roof with an Innsbrook Tan (**Section 1. Paint**) or "baked on brown" drip edge.
- Shingles must be in compliance with Innsbrook ACC standards (**Section 9. Roof**)
- Overhangs on gable end should match the overhang on the townhome structure
- After the ACC has approved a petition for a carport, an application with the Village of Ruidoso is required.
 - Allow at least 45 days for Village approval
 - The Village requires a 10-foot set back; however, approval for a 5-foot setback to allow the carport to cantilever to the edge of the driveway may be obtained.

3. FRONT DECKS

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Front decks may not be enclosed in keeping with Innsbrook's open appeal and for safety considerations.
- All new or re-built front decks will be compatible with other structures located in the same building or same area of Innsbrook Village.
- Front decks are to be located on the second story of the unit.
- Deck flooring must be redwood or composite decking material
 - Redwood must be sealed with oil-based stain (**Section 1. Paint. Innsbrook Tan**)

- Top railings may be painted (**Section 1. Paint. Innsbrook Tan**) or sealed with a redwood stain if built from redwood. (**Section 5. Deck Rails**)
- All vertical posts and rail supports must be painted using the exterior color guidelines. (**Section 1. Paint. Innsbrook Tan**)

4. REAR DECKS

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Any deck plan submitted to the ACC that deviates from these rules must be accompanied by written permission from the unit owners on either side of the proposed deck. Plans submitted without adjoining unit owner consent will not be considered.
- Rear decks may not be enclosed in keeping with Innsbrook's open appeal and for safety considerations
- Rear decks and/or additions to existing decks must be built to insure that there is no excessive intrusion on the privacy or views that would adversely affect adjoining neighbor properties.
- Rear decks cannot extend further than 4 feet beyond an adjoining neighbor deck. These dimensions may be reduced if other issues so dictate (e.g., privacy or view obstruction).
- Maximum total depth of any lower deck is 12 feet.
- Deck flooring must be constructed from redwood or composite decking material
 - Redwood must be sealed with oil-based stain (**Section 1. Paint. Innsbrook Tan**)
 - All vertical posts and rail supports must be painted using the exterior color guidelines in (**Section 1. Paint. Innsbrook Tan**)
- Decks may be covered with an approved slope using the approved shingles (**Section 9. Roof**)
- Rolled roofing material is not allowed.
- All drip edges will be Innsbrook Tan (**Section 1. Paint**) or "baked on brown".
- Bare metal is not allowed (e.g., shiny aluminum)
- Decks may have a privacy screen between units under the following conditions:
 - The screen may not block the view of the adjoining unit
 - The screen may not cover the entire side railing

- **All lights on a string of decorative lights on decks should be working when lit, if not please turn the lights off until replaced with working lights.**

5. DECK RAILS

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Height should be a minimum of 36" in compliance with the New Mexico building code.
- Horizontal and Hand Railings Materials:
 - Redwood sealed with a clear sealer or painted with Innsbrook Tan paint (**Section 1. Paint**)
 - Treated wood stained with a redwood oil based stain or Innsbrook Tan paint (**Section 1. Paint**)
- Pickets:
 - Must be no more than 4 inches apart in compliance with the New Mexico building code
 - Nails are not allowed. Pickets must be attached with screws.
 - Picket shape must be approved.
 - Pickets should be painted in accordance to exterior trim (**Section 1. Paint. Innsbrook Tan**)

6. DRIVEWAYS

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Approved standard is CONCRETE.
 - The concrete may be sealed with a clear or approved color stain.
 - An exposed aggregate surface may be used if appropriately sealed.
 - Textured concrete is recommended.
- **With prior ACC approval, pavers may be considered.**
- NEW asphalt driveways are not allowed.
 - In recognition of previously approved asphalt driveways, existing asphalt driveways may be resealed with asphalt.

7. EXTERIOR DOORS AND WINDOWS AND SIDING

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- A picture or drawings of the proposed replacements must be submitted.
- The metal trim on exterior windows should be bronze.
- Trim and Siding:
 - Composite boards for trim material.
 - Stuccato Boards (unit siding) can be purchased from Innsbrook Country Club or 84 Lumber. **Any other siding material must be approved by the ACC prior to use.**

8. FRONT YARD MAINTENANCE AND LANDSCAPING

Maintenance of townhome front yards is the unit owner's responsibility. Innsbrook Village Country Club staff is available to consult and implement approved landscaping plans (labor, material costs, and tax apply).

- **ACC approval is needed prior to any increase or implementation of hard surfacing (concrete, asphalt, etc.) in the front yard area construction and subject to removal at owner's expense if such approval is not obtained.**
- "Yard Pole" Lighting:
 - Lighting is very important to the safety and security of Innsbrook Village residences and guests.
 - Maintenance is the responsibility of the unit owner.
 - Yard Pole is to be painted black paint specifically indicated for metal using a semi-gloss finish.
 - The light fixture should be a "carriage house" design **approved by the ACC.**
- Exterior Lighting (Porch, Carport, Etc.):
 - Should be black in color and **approved by the ACC.**
- House numbers:
 - Must be visible from the street at all times for the benefit of guests, employees and emergency response personnel. **House numbers on the front and back are strongly recommended.**
 - Should be a minimum of 6' from the ground and a minimum of 4" in size.
 - "Peel and Stick" numbers are not allowed.
- Landscaping:
 - At least 2 live plants per 8 square feet of yard area is strongly preferred.
 - Shrubs must be nearly trimmed and maintain a height of 3 to 4 feet.

- The Village of Ruidoso Forestry Service has informed Innsbrook Village that Cedar shrubs should be removed or kept a minimum of 2 feet away from units. Contact the Innsbrook Office for more information.
- Trees must be trimmed to clear buildings and adjoining property.
- Weeds and dead items must be removed.
- Growth may not overhang the street, curb, or adjoining property.
- Landscaping borders:
 - Landscape blocks or stone are the preferred material.
 - Landscape timbers and railroad ties are no longer permitted in new or replacement designs.
 - River rock and crushed rock is approved for use. Sierra red and tan are approved for crushed rock.
- No storage of any kind is permitted in front yards.

9. ROOF

- Owners are responsible for roofing contractors. Approval for roofing materials must be checked by the Innsbrook staff prior to construction.
- Timberline Timber Tex High Definition – 30-Year Guarantee (Color: BARKWOOD) **IS THE ONLY APPROVED ROOFING MATERIAL FOR INNSBROOK VILLAGE.**
 - All metal flashing and drip molding must be painted Innsbrook Tan. **(Section 1. Paint)**
 - The use of bare metal is not permitted.
 - Eaves can be enclosed with soffit and painted Innsbrook Tan. **(Section 1. Paint)**
 - Fascia must be painted Innsbrook Tan. **(Section 1. Paint)**

10. SECURITY BARS ON UNIT EXTERIOR

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Security bars on windows, doors or any exterior facing must be painted Innsbrook Tan **(Section 1. Paint)**

11. PERSONAL USE OF COMMON AREAS

- Common areas shall not be used for storage of any kind including:
 - Firewood
 - Lawn Furniture
 - Tools

- Toys of any kind (indoor or outdoor)
- Any items belonging to residents
- If the ACC approves locating a heating/cooling unit in a common area, it must be painted Innsbrook Tan (**Section 1. Paint**).
 - A lattice workbox is recommended for the protection of all heating/cooling units.

12. STORAGE BELOW DECKS

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Open spaces below unit decks may not be used for storage of any kind with the exception of nearly stacked firewood.
- Please exercise caution when storing firewood:
 - For termite prevention, firewood should not be stacked against the unit. Wood may be stacked on paving or stepping stones, but may not protrude past the deck.

13. PAINTING OF CONCRETE FOUNDATIONS

- Visible concrete foundations should be painted Innsbrook Tan (**Section 1. Paint**) in the following situations:
 - Height of exposed concrete exceeds 2 feet
 - Exposed concrete is visible from a common area, street, or highway
 - Bare concrete is at the outside perimeter of a deck or porch

14. APPROVAL OF CONSTRUCTION PROJECTS

- **ACC approval is needed prior to any construction and subject to removal at owner's expense if such approval is not obtained.**
- Construction requests require submission of the following to the Innsbrook Village Office:
 - Description of the proposed project
 - Sketches illustrating dimensions of the proposed construction and relationship to existing buildings
 - List of required materials for the projects
 - Painting plan
- A minimum of one week should be allowed for ACC consideration

15. PERMITS

- Once the ACC has approved a project, all required approvals and permit(s) from the Village of Ruidoso must still be obtained prior to the start of any construction.

16. SEMI-ANNUAL INSPECTIONS

The objective of the semi-annual inspection process is to maintain the attractiveness of Innsbrook Village to the benefit of all property owners in accordance with the following process:

- Ultimately, it is the property owner's responsibility to inspect their property and keep it in proper repair and condition.
- The ACC inspects all townhomes and condominium buildings twice annually.
- Letters noting needed repairs, paint or replacements will be mailed to property owners twice annually. Owners are to respond with their intention of action within 60 days of receipt of such letter.
- **If the property owner does not complete the repairs or make appropriate plans to do so after receiving a THIRD notice, a certified letter will be sent to the owner outlining the needed repairs. If the owner does not give notice within 60 days of their intention to make the repairs with a proposed date of completion after receipt of the certified letter, the ACC will implement the repairs and bill the property owner for costs plus a 10% handling fee. A second certified letter will be sent outlining the repairs and costs. If the repair costs are not paid within 60 (sixty) days of received notice of these repairs, a lien will be filed against the property.**

17. LIST OF CONTRACTORS

The office staff of Innsbrook Village will provide a list of local contractors upon request. **The list is strictly for the convenience of property owners and is not an endorsement of any particular contractor.** Property owners may utilize the contractor of their choosing as long as the contractor adheres to the ACC guidelines. It is the property owner's responsibility to ensure the contractor is in compliance and is appropriately licensed. As a service to property owners, Innsbrook office staff will hold the owners check payable to the contractor and release it to that contractor when the owner is satisfied that the work is complete.

President
Innsbrook Village Country Club

Chair, Architectural Control
Committee

