

W

S

P

S

To: Our Village Homeowners

From: The Village Board of Directors

Re: Sale of Your Home/A New Village Resident

We notice that you have placed your home on the market for sale.

In the spirit of cooperation and wanting to make sure that the new buyer is fully informed before living in The Village, we are enclosing this letter to have your Realtor pass on to the new buyer.

Additionally, this is a reminder that any improvements or repairs you would make during the sale process (i.e. radon mitigation, etc.) would need to be approved, prior to installation, by the ARC and HRCA.

If you or your new buyer have any questions during this process, please feel free to call a Board Member or Randy at Western States Property Services, Inc.

Thank you,

Board of Directors

Western States Property Services, Inc.

9145 E. Kenyon Avenue, Suite 100 • Denver, Colorado 80237 • 303-745-2220 • Fax: 303-745-3335

To the prospective new buyer in The Village at Highlands Ranch:

We are pleased you are considering purchasing a home in The Village and wish to provide information for your decision-making.

Highlands Ranch is a "Metropolitan District" under Colorado law and is administered by the Highlands Ranch Community Association, Inc. (HRCA) The Village is a Sub-Association of the HRCA and is generally responsible for keeping up the attractiveness and desirability of The Village.

The Village is a covenant-controlled community. The Village's Board of Directors has contracted with Western States Property Services, Inc. for our business management services. Other contract services include: grass mowing, tree/shrub upkeep, perimeter fence maintenance, snow removal, trash removal, and periodic home painting. A monthly maintenance fee is charged to each homeowner to cover the costs. This monthly fee is currently \$165.00. Additionally, all owners currently pay \$49.00 annually to the HRCA.

The Village is an active community, and should you decide to move here, we invite you to engage in our many social activities. Our Garden Club sponsors monthly luncheons for the women, an annual picnic, and a Christmas brunch. The Men's Group meets twice monthly for breakfast or lunch. We have an informative monthly newsletter, and during the warm months, pot-luck "Gazebo" parties followed by an annual chili party in the fall.

In order to ensure the safety and well-being of our residents and to preserve the quality and beauty of the neighborhood, the Board has adopted Rules and Regulations for all homes in The Village. This document augments the requirements of the HRCA.

Any Village homeowner who wishes to make any changes or additions to the outside of one's home (including radon mitigation) or surrounding property, must submit an application for review and approval to both The Village Architectural Review Committee (ARC) and the HRCA.

The Village ARC serves the Village's Board by receiving and reviewing all homeowner's proposals. The ARC then recommends approval or denial of the homeowner's proposal, and the Board approves or denies the proposal. When doing so, the ARC uses The Village's Rules and Regulations as a guideline, along with our By-Laws, Declaration, and Covenants, Conditions and Restrictions when needed.

Your real estate contract provides that you receive these documents, and they will be sent to you from the title company via email. Please be sure to read and understand them! Copies can also be obtained from: Western States Property Services, Inc., at 303-745-2220. Minutes, Financials, Budget, etc. are also available on our website at: www.VillageAtHighlandsRanch.com.

We hope our community fits your housing needs, and we look forward to welcoming you if you choose to buy a home in The Village.

The Village Board of Directors

April 2015