

**RESOLUTION OF THE RIDGE P.U.D. HOMEOWNERS ASSOCIATION  
REGARDING POLICIES AND PROCEDURES FOR ARCHITECTURAL CONTROL**

**SUBJECT:** Adoption of a procedure regarding architectural control.

**PURPOSE:** To adopt a standard procedure to be followed for architectural control.

**AUTHORITY:** The Declaration, Articles, and Bylaws of the Association and Colorado law.

We strive in the Ridge to maintain an “open” landscape pattern, where individual lots’ views have minimal interference from fences and outbuildings and low impediments to wildlife movement. This open feature is enhanced by the incorporation of all of the common area, approximately 46 acres, into the City’s Natural Area program which serves to provide relatively unhindered wildlife movement throughout the City. The Ridge is an earth tone community, where housing blends into the environment rather than standing out from it. Ridge lots, zoned Urban Estate, are larger and less densely packed than the remainder of the City because Ridge lots were “built out” prior to the subdivision’s annexation into City rules. Any modifications to structures in the Ridge, or new structures intended for the Ridge, must be in consonance with its surroundings.

Architectural control applies specifically to modifying structures and buildings on one's property. Our covenants do not require any approval for minor landscaping, allowing each resident to maintain their yard as they desire.

For modifications to existing structures and for new structures, the Architectural Committee will require plans for such structures, including a site plan specifying the locations of such structures on one's lot. This includes any additions including new walls or fences. The homeowner should provide two sets of plans to the committee such that one set of plans can be retained for the committee's permanent files.

For cases where major additions or modifications to a home are being proposed, i.e. where a City building permit is required, the requirement for architectural control is still valid. Because of the costs involved in producing formal building plans, the architectural control committee will review a preliminary sketch of the desired addition. This sketch package should include all of the elevations of the proposed addition, a site plan showing how the addition will sit on the lot, and intended siding types and colors. When the architectural control committee’s concerns have been addressed and satisfied, the homeowner will be given preliminary approval and can apply for a building permit. When the building permit is issued, the final plans will be reviewed by the architectural control committee for compliance with original suggestions. If the plans reflect the changes mandated by the committee, final approval will be granted.

Setback distances from the perimeter lot lines contained in Ridge documents are 50 feet from the front lot line, 20 feet from the side lot lines, and 15 feet from the rear lot line.

#### Outbuildings (sheds, greenhouses, etc.)

One outbuilding per lot is allowed. Outbuilding size will be limited to those structures which do not require a building permit from the City of Fort Collins. The maximum size of an allowable shed is 120 sq. ft. with a roof peak of less than 8 feet. The outbuilding's siding and colors must match that of the main residence whenever possible. Outbuildings are not allowed in the front yard, must comply with side setback requirements, and be built no closer than 3 feet to the rear lot line.

#### Painting:

Exterior house or outbuilding color changes must be approved by the Board of Directors (the Board). Approval is not necessary when exactly the same paint or siding color is being used to maintain the building.

The process for a change of color follows:

1. Present a paint sample to the Board (an HOA Board Member) so that approval may be considered at one of the regular meetings. Your paint sample should be larger than two square inches but no larger than an eight by eleven sheet of paper. A standard paint stir stick dipped into the paint is sufficient.
2. The Board will retain the paint sample in case there are concerns about the color as the house is being painted.
3. The key criterion is to blend in with existing house colors in the neighborhood.
4. Failure to comply may result in re-painting at the homeowner's expense.

#### Roof Replacement:

Roof replacement approval is required for roofing changes. Approval is not necessary if exactly the same material is being used to replace the existing roof or if the replacement shingle is on the previously approved list.

The process for a change of material or color follows:

1. Present a memo containing the brand, style, color, weight, warranty, and other applicable information to the management company or any Board member for consideration at the next regular meeting.

2. The Board will retain submitted information in case there are concerns about the installed material.
3. Consideration is based on allowing only roofing products that have a deep profile, shadow, and a non-uniform pattern, with the following characteristics:
  - a. 30 year impact resistant shingles.
  - b. Including proven and tested, laminated roofing materials'
  - c. And limited colors in order to blend with existing roofing in the Ridge: e.g. no whites, blacks, or bright primary colors.
4. Failure to comply may result in re-roofing at the homeowner's expense.

#### Fencing:

The underlying policy on fencing is to minimize the amount of fencing within the Ridge. We want to preserve all of our residents' views, encourage the transit and habitat of the local wildlife to the HOA, and to maintain a sense of natural areas and openness. Any new fencing must receive specific approval.

1. Perimeter fencing.
  - a. Residents must retain and maintain the two and three tier, tenon joint (rail) fencing along each lot line where it intersects with the street.
  - b. Residents wishing to fence off other edge boundaries of their lots must retain the rail fence on lot perimeters.
  - c. Perimeter fencing may be "webbed" with 2" wire mesh to contain pets on the sides and back of the lot only. "Chicken wire" fence webbing may not be used.
2. Interior fencing. Interior fencing is not allowed on the front of the residences between the house and the street. Fencing may be constructed on the sides of the lot, at or behind extending laterally from the front of the house and around to the back of the lot.
  - a. Decorative fencing, not to exceed 18" in height may be used to highlight gardens, shrubs, etc. on the front of the lot between the house and the street.
  - b. "Barrier-type" fencing (planked fencing which blocks or largely blocks view through the fence) is discouraged and must be kept to a minimum.
  - c. Previously listed setback distances from property lines should be complied with wherever possible.

d. Failure to comply could cause removal of fencing at homeowner's expense.

The Board's approval or disapproval will be in writing (check your Board Meeting Minutes) within thirty days of the change request to the Board.

Homeowners should avoid using any common areas for access for any construction. In cases where use of the common areas cannot be avoided, the homeowner will need to obtain approval from the Committee based upon submission of a plan to mitigate and repair damage to the common areas.

Checklist for requesting architectural control approval from the Board of Directors::

For replacement of shingles:

Notify the management company in writing of intent to replace shingles. Provide manufacturer, style, and that the shingles are, at least, rated as 30 impact resistant. If shingles are on "previously approved" list, the management company will notify homeowner and shingle replacement can proceed.

If replacement shingles are not on "previously approved" list, provide the management company with information referenced above along with a sample. The management company will forward information for Board for review. Board will review and approve/disapprove notify management company for relay to homeowner.

For additions to existing structures or addition of additional structures:

1. If addition will not require a building permit from City:

Provide information on proposed addition to the management company. Submission must include dimensions of structure (length, width, & height), a sketch of the lot showing existing house and proposed location of additional structure, showing setbacks of additional structure from lot perimeter, and a statement certifying that the siding/roofing materials used will match those of existing house. The management company will forward request to Board for review.

2. If addition does require a building permit from City:

A. Provide information listed in step 1, this section, to the management company for relay to HOA Board of Directors. Sketch must include all elevations, setbacks, and plans for siding and roofing materials. Board will give approval/disapproval to the management company for relay to homeowner. Disapprovals will contain reason why application is denied and steps to mitigate concerns if appropriate.

- B. When Board gives approval, homeowner can proceed to have formal plans for addition produced as required by City. Prior to obtaining building permit, homeowner should send formalized building plans to the Board via the management company. Board will review formal plans in accordance with originally approved sketches. When formal plans are reviewed and found to be in compliance with originally approved sketches, formal architectural control approval will be granted. The actual building permit should not be "pulled" prior to this point.

The undersigned, being the President of The Ridge P.U.D. Owners Association, a Colorado nonprofit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on this 8<sup>th</sup> day of February, 2016, in witness thereof, the undersigned has subscribed his/her name.

The Ridge P.U.D. Owners Association, a Colorado nonprofit corporation

By: Robert H. Browning  
President

Attest:

Meredith Hill Kwiatkowski  
Secretary