

Nelson Farm Homeowner's Association

----- Architectural Review Committee (ARC) Guidelines -----

Nelson Farm is a quality residential neighborhood of single-family homes, developed in the late 1970s and early 1980s with wide streets, deep front lawns, and a variety of architectural styles. Living in Nelson Farm is a source of pride and enjoyment for its residents. While we have a diverse range of goals, maintaining the excellence and values of our neighborhood and properties is one we share. It is in this spirit that these Architectural Review Committee Guidelines, governing the maintenance of the properties, have been drafted. Their primary purpose is to maintain, preserve, enhance and protect the property values within the community, promote harmonious community living, and preserve the design and character of the community.

These are designed to supplement, clarify and provide detail to our Protective Covenants and our Bylaws, as well as to remind us of selected Fort Collins Municipal Code regulations. All of the above apply to homeowners, landlords, and renters (collectively called "residents" in this document). Homeowners should also review the Amended and Restated Protective Covenants for Nelson Farm that were recorded December 2005, in the real estate records of Larimer County. Copies are available at the current NFHOA management company office (Colorado Association Services, 1063 W. Horsetooth Road, Suite 100, Fort Collins, CO 80526; phone 970-407-9990). Homeowners are responsible for informing their renters of the requirements of the Covenants as well as these ARC Guidelines. City of Ft. Collins Municipal Codes and Building codes are available on such websites as <http://www.fcgov.com/building>, as well as in libraries and city offices.

Guidelines listed below that are the same as, or very similar to, City Code language are marked with an **asterisk (*)**.

See **Amended and Restated NFHOA Protective Covenants (2005)**, Articles 5 and 6, for information regarding Architectural Review Required Approval items and other pertinent information.

Architectural Review Committee Application Procedure

As stipulated in the **Amended and Restated NFHOA Protective Covenants (2005)**, Section 6.1, construction of a structure, exterior change in a structure, or landscaping change on any Lot must be approved by the NFHOA Architectural Review Committee (ARC).

Architectural review application forms are available from the NFHOA management company, as well as on the NFHOA website <http://www.nelsonfarmhoa.com>. Once completed, the form shall be returned to the management company, who will forward the application to the NFHOA ARC. Review of the proposed project will be completed and the application will be signed and returned to the applicant within 30 days (usually sooner). See **Amended and Restated NFHOA Protective Covenants (2005)**, Section 6.6. The ARC will contact the homeowner if there are questions. All rejections will list the reasons for denying the application and explicitly state which of the covenants, rules, or guidelines are violated by the proposal. Owners are responsible for compliance with City building codes, zoning ordinances and other applicable governmental rules and regulations.

ARC Guideline Enforcement Policies

See **Amended and Restated NFHOA Protective Covenants (2005)**, Section 6.14, as well as the NFHOA Enforcement Policy for Rules, Regulations, and Architectural Review Committee Guidelines (available from NFHOA management company and on the NFHOA website).

Architectural Review Committee Guidelines

The NFHOA Board of Directors and ARC strongly recommend that each homeowner discuss proposed changes with all adjoining neighbors prior to beginning a project to determine if the proposed change might create an unexpected problem for a neighbor. This contact is also to provide the neighbors with advance notice to be aware of possible noise, equipment and workers in the immediate area of their homes.

(Note: The phrase “Visible from the street” is used in some Guidelines. That phrase shall mean visible from a vantage point from the street in front of the subject Lot, or in the case of a corner Lot, also from the street along the side.)

Antennas: In addition to complying with Federal Communications Commission (FCC) regulations, any antenna, including a satellite dish, shall be unobtrusive, blend in with house colors, and not be placed free-standing in the front yard of a property. An antenna shall not be placed on the front face of a house unless there is no other reasonable location that will permit receiving an adequate signal. It shall be well maintained. See also Section 5.8 of Amended and Restated NFHOA Protective Covenants (2005). ARC approval is needed only for an antenna that does not comply with these guidelines.

Damage Repair & Structural Replacement: In the event any Residence or other structure constructed on a Lot is damaged, either in whole or in part, by fire or other casualty, said Residence or other structure shall be promptly rebuilt or remodeled to comply with the NFHOA Protective Covenants. ARC approval is required. In the alternative, if the Residence or other structure is not to be rebuilt, all remaining portions of the damaged structure, including the foundation and all debris, shall be promptly removed from the Lot and the Lot shall be maintained according to Landscaping and Lot Maintenance standards.

Decks, patios & patio covers: ARC approval is required if visible from the street. Any deck, patio, or patio cover shall be constructed of materials of commensurate quality of most others in the neighborhood. The homeowner is responsible for complying with [City Codes](#) related to construction of decks, patios and patio covers whether visible from the street or not.

Driveways: (see [Paving](#))

Dwelling Maintenance: Owners shall keep, or cause to be kept, all building, fences and structures located on the Lot in good repair. See also Section 5.5 of Amended and Restated NFHOA Protective Covenants (2005).

External materials, such as siding: If replacement is with the same material as previously on the building, ARC approval is not required. Any siding shall be of materials of commensurate quality of most others in the neighborhood. If a change is planned, ARC approval is required.

Fences: Fences shall be kept in good repair. If a planned fence replacement is essentially identical to a previous fence and the current fence complies with City Code, ARC approval is not needed. If a new fence, change in an existing fence, or replacement of a fence not currently meeting City Code is planned, ARC approval is required. Any fence shall be in harmony with other fences typically found in the neighborhood. City code regulations require that fences be no more than four feet high between the front of the building and the front property line, no more than six feet high if located on a rear or side property line, and that side yard corner lot fences be no closer than two feet to a public sidewalk. City requirements also exist for providing adequate visual clearance at street corners. The homeowner is responsible for following [City Code](#).

Flagpoles: An “arm-type” flagpole attached to a building does not require ARC approval if not structural alteration is required to support it. ARC approval is required for free-standing flagpoles, and the ARC will consider the impact of pole height (not taller than the lot structure) and flag size on surrounding properties. The pole shall be used only for flags, and Federal Flag Code flag display etiquette shall be adhered to (e.g., not flown at night unless illuminated).

***Landscaping:**

Types of plants: City code prohibits some species of plants. (Vegetation: Article II Trees & Shrubbery, Sec. 27-18). It shall be unlawful to plant or cause to be planted any species of tree on the right-of-way of any street, alley, sidewalk or other public place within the city which by its habit or growth would obstruct, restrict, or conflict with the necessary and safe use of the public rights-of-way.

Vacant lots are to be landscaped and maintained in a manner similar to lots with structures. There are no other restrictions on shrubbery or other plant materials, with the exception that vegetable gardens shall be located behind the front setback line (20 feet), and in the case of corner lots, also the side setback line (15 feet) or behind a fence.

Surface materials: A resident shall not alter the surface material of a lot in such a way that would increase the water run-off to surrounding properties: changing the amount of impervious area could affect drainage. Sensible water-use practices and Xeriscaping are permitted, but installation of artificial turf or plants are prohibited. Also prohibited are mulched (including gravel) beds or areas without landscape plant material, and paving areas not required for walkways, patios, plazas or parking areas.(See paving for parking areas). Bare ground, or weed-covered or infested surfaces are not permitted.

Timeline for Landscaping Projects: All landscaping projects must adhere, at least, to Commencement and Completion Guidelines in Section 6.8 of the Amended and Restated Protective Covenants (2005). Further restrictions (e.g., shorter completion time) may be required by the ARC.

Lights and lighting: Permanent exterior lighting is permissible for purposes of illumination of entrances, decks, driveways and parking areas and for other approved purposes, provided that it is unobtrusive for surrounding properties.

Outbuildings (such as sheds) and temporary structures (See also Section 5.15, Amended and Restated NFHOA Protective Covenants, 2005): ARC approval is required. Whether for additions or new structures, the exterior of outbuildings shall appear similar to the house exterior (i.e., colors, materials, roofing). The building shall be located behind a fence or behind a lot setback, and not in the front yard. The ARC, in reviewing the application for outbuilding approval, shall consider parcel grading, fence locations, landscape screenings, etc., in granting any approvals. The homeowner is responsible for complying with [City Land Use Code](#) section 3.5.2 (E) related to construction of outbuildings (height, square footage, location, setback, etc.).

Friendly reminder: Be sure to [check about underground utilities](#) before doing any digging!

Paint Colors: If repainting the same colors, ARC approval is not required. If a color change is planned, ARC approval is required. Colors typically found within Nelson Farm appear to be harmonious. It is in the best interest of residents to select subtle, traditional colors to blend with the character of the neighborhood.

Patios and Patio Covers: (see [Decks & Patios](#))

Paving: ARC approval is required for changes visible from the street, regardless of whether for walks, driveways, patio areas, or other purposes. The total combined areas intended for driveways, sidewalks, and parking cannot exceed 40 percent of any front or side yard ([City Code](#) requirement). See City Code for rules regarding sidewalks, driveways, and other paving of lot areas.

Roofs: ARC approval required for roof replacement. The replacement roof shall be harmonious with and comparable to those on other properties in Nelson Farm, and be in compliance with Ft. Collins City Code. Dimensional asphalt or similar quality roofs are preferred.

Setbacks: Minimum city setbacks for buildings in Nelson Farm development (meaning that buildings shall be no closer to the lot line than the distance listed). There are some exceptions for sheds and fences. Check [City Land Use Code](#) section 3.5.2 (E) for that information.

- 20 feet in front (many other residential areas are only 15)
- 15 feet rear
- 15 feet sides on corner lots only
- 5 feet sides on interior lots

Sheds: (See [Outbuildings](#) and also [this City Guideline](#)).

***Sidewalks:** ARC approval required for construction, major repair. (see [Paving](#))

Siding: (See [External materials](#))

Signs: No signs identifying or advertising commercial enterprises are permitted. All other signs shall meet [city signage requirements](#) for residential districts and uses.

Structural Replacement: (See [Damage Repair](#))

ARC Guidelines Amendment Policy

These ARC guidelines are written with the knowledge that they may be required, from time to time, to be amended or modified to be congruent with current NFHOA member concerns, to accommodate improvements in construction materials, or to be congruent with changes in City, County, or State law. The ARC guidelines will only be modified after the NFHOA board has an opportunity to discuss the purported change. A majority vote of the board is required to amend or modify the ARC guidelines. Notice will be posted either by mail, at the annual meeting, or on the NFHOA website as these changes are made.

IN WITNESS WHEREOF, the undersigned certify that this RESOLUTION was adopted by the Board of Directors of this association on this 09-11-2017.

NELSON FARM HOMEOWNER'S ASSOCIATION by:


_____, President
Marshall Flug

Witnessed:


_____, Secretary
Ling Stewart