



4-18-2017

Brass Key Property Management  
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 970-224-9134

**Architectural Review Request Form - LANDSCAPING AND FENCING**

Pursuant to the Declaration of Covenants, Rules, Regulations, Guidelines and the Board of Directors' Resolution regarding architectural control, I/we submit the following application:

Homeowner's Name: \_\_\_\_\_ Phone Number \_\_\_\_\_

Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_ Address: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Submit one digital copy of Plans. Project start Date \_\_\_\_\_ Projected Completion Date \_\_\_\_\_  
 (Electronic copies are preferred since they can easily be enlarged by reviewers. For example .pdf and .jpg files work well.)

**This request is for:    \_\_\_A. Landscaping    \_\_\_B. Fencing**

**A. LANDSCAPING Request:**

**Requirements:**

**This form does not need to be used if you are replacing existing trees, shrubs and flowers that have died.**

1. All plans must be drawn to the identified scale on your drawing.
2. Include your lot plan with the location of the landscaping referenced in footage from at least two permanent structures, such as; driveways, lot pins, corners of houses or sheds, concrete pads, etc.
3. Dimensions of the area of the landscaping must be shown.
4. With respect to plants, trees, and shrubs, show them to scale of their mature sizes.
5. Include landscaping materials, such as; rock - 1 1/2" Western River Rock, Western Red Cedar, etc.
6. Must be consistent with Landscaping References shown on Page 3 of this form.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**B. FENCING Request:**

**Requirements:**

All fencing requests must include the following:

1. Type of fence being requested.
2. Location of the fenced area on the Lot.
3. Drawing of fenced area showing shape with dimensions along the perimeter.
4. All gates and their sizes must be shown on the drawing.
5. Dog run/kennel details must be located on the drawing with the fence layout used to screen it.
6. All vinyl fencing shall be white.
7. Gates for motor vehicles, trailers and motor homes must have a minimum of 8' opening with the gate open.
8. Must be consistent with Fencing References shown on Page 3 of this form.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**References:**

I understand that under the Covenants and Rules, Regulations and Guidelines, the Committee will act on this request and provide me with a written response of their decision. I further understand and agree to the following provisions:

1. No work or commitment of work will be made by me until I have received written approval from the Association. All work will be done at my expense, and all future upkeep and maintenance will remain at my expense.
2. All work will be done expeditiously once commenced and will be done in good workmanlike manner by myself or a contractor.
3. All work will be performed at a time and in a manner to minimize interference and inconvenience to other home owners of the Association.
4. No trash or debris from the project will be placed on property belonging to other home owners or on Association common property.
5. I assume all liability and will be responsible for all damage and/or injury which may result from performance of this work.
6. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected to this project.
7. I will be responsible for complying with, and will comply with, all applicable federal, state, and local laws, codes, regulations, and requirements in connection with this work. I understand and agree that the Homeowners Association, its Board of Director, its agent(s), and the Architectural Review Committee have no responsibility with respect to such compliance and the Board of Director's or its designated Architectural Review Committee's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications, or work comply with any law, code, regulation, or governmental requirement.
8. The contractor name and contact number is (if applicable): \_\_\_\_\_  
\_\_\_\_\_
9. In the event of approval, I will complete the project within six (6) months, and I will notify the Property Management Association in writing when the work is completed so that an inspection can be made to ensure this project conforms to what was approved.
10. If approved, work would start on or about \_\_\_\_\_ days after approval and would require approximately \_\_\_\_\_ days to be completed.

Submitted by: \_\_\_\_\_ Date \_\_\_\_\_  
(Homeowner or Contractor's signature)

Approved by: \_\_\_\_\_ Date \_\_\_\_\_  
(Baldrige HOA Architectural Review Committee)

Modification(s) Requested by ARC \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resubmitted by: \_\_\_\_\_ Date \_\_\_\_\_  
(Homeowner or Contractor's signature)

Approved by: \_\_\_\_\_ Date \_\_\_\_\_  
(Baldrige Architectural Review Committee)

## References from Baldrige HOA Documents:

### Landscaping References

1. "Each Lot shall be fully landscaped within twelve (12) months after the issuance of a certificate of occupancy for a Residence on the Lot. Each Owner shall plant a minimum of two (2) trees. Native grasses shall be a permissible form of landscaping."

(ARTICLE X - ARCHITECTURAL CONTROL, Section 16: Landscaping, of the DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR BALDRIDGE SUBDIVISION, SECOND FILING **dated 01/24/ 2001**)

2. "Natural Landscaping. Natural landscaping is defined as planting or seeding of native or oriental grasses, trees, land shrubs that are indigenous to this zone. Local nurseries can recommend native grass mixes that are appropriate for our area. Russian Olive, Cottonwood trees, and noxious weeds or shrubs such as Tamarisk are not allowed."

(Section B. Architectural Approval, Paragraph 5, Natural Landscaping, of the Baldrige Homeowner Association Rules, Regulations and Guidelines **dated May 20, 2014**)

3. "Each Lot must have an **Architectural Control Committee approved landscaping plan and** shall be fully landscaped within (12) months after occupancy of the residence. Each Owner shall plant a minimum of two (2) trees. **All Builders or Lot owners must control all weeds on their lots.**

(**Amendment 1, REVISION 2** - ARTICLE X - ARCHITECTURAL CONTROL, Section 16: Landscaping, of the DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR BALDRIDGE SUBDIVISION, SECOND FILING **dated 07/01/2003**)

**4. "This form does not need to be used if you are replacing existing trees, shrubs and flowers that have died."**

### Fencing References

1. "Any fence to be constructed on a Lot must be approved by the Architectural Control Committee. All fences shall be constructed of vinyl - two rail or three rail approved by the Architectural Control Committee. No privacy fence may be constructed. An Owner may construct a kennel and dog run on the Lot, which dog run may be constructed of chain link fence, provided that the dog run is screened from view from other Lots or adjacent streets-landscaping approved by the Architectural Control Committee."

(ARTICLE X - ARCHITECTURAL CONTROL, Section 15: Fences, DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR BALDRIDGE SUBDIVISION, SECOND FILING **dated 01/24/2001**)

2. "All property fencing will be two (2) or three (3) rail white vinyl. Pet mesh (box wire) can be attached to inside of face of fencing. If a separate pet containment area is desired, it may be no larger than two hundred (200) square feet and must be constructed of solid vinyl or of chain link. If constructed of chain link, the chain link must be completely screened from view with six (6) foot high, solid white fencing on the side(s) that face all adjoining properties and front of Residence.

Recreational vehicles, as described in Section 12 must be screened from view using six (6) foot high, solid white vinyl fencing on ALL sides that face adjoining properties, including street side.

Reasonable, architecturally appropriate, discrete amounts of solid white vinyl fencing or approved substitute material may be used for privacy screening. The section lengths and total amount will be dependent upon size of home, size of lot, size and location of subject private area.

All fencing must be reviewed and approved by the Architectural Control Committee prior to construction."

(**Amendment 1, REVISION 2** - ARTICLE X - ARCHITECTURAL CONTROL, Section 15: Fences, of the DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR BALDRIDGE SUBDIVISION, SECOND FILING **dated 07/01/2003**)