

READ THIS FIRST BEFORE SUBMITTING ACC REQUEST

HOA Guidelines

All fencing replacements projects require ACC pre-approval. Homeowners who fail to gain ACC approval and proceed with work may be subject to fines as outlined in the [Governance Policies](#), 38-33.3-209.5 (1)(b)(IV). The HOA reserves the right to review and approve all requests by way of the [Revised and Consolidated Protective Covenants](#).

Replacing the same fence type and location requires approval and is not automatic as some existing fence types will not be re-approved, explicitly for any fence no longer meeting Jefferson County Code requirements (e.g. general lot line setbacks, public right of way setbacks, height maximums, corner lot 55' vision clearance triangle, etc.). Replacing a few broken pickets, does not require ACC approval.

All Homes within CKSII Sections 1,2 and 3 are required to submit ACC Requests (even if you are a non-member).

ACC Recommendations

The Architectural Control Committee recommends such fencing shall be sited and designed to be compatible with the requestor's existing fence, and all neighboring fence types whenever possible. The intention is to promote harmonious living and preserve the intended design of the community. All fences should adhere to front setbacks. Homes backing onto public right of ways should adhere to a 2' sidewalk setback. Homes on corner lots must adhere to the 55' vision triangle as required by Jefferson County.

In general, neighbors should be made aware of the pending construction and reasonable efforts should be made to protect neighboring properties. Fencing built on a property line may belong to both owners and requires individual permission for removal, repair, or installation. Contractors should seek permission to access the lot boundary from a neighboring property.

Adjacent neighbor permission is not required if the fence is setback a minimum of 2-6" from the lot line boundary. If a lot line boundary is unknown, or disputed, a survey may be required.

Fences proposed in new location may require a staking with string for the ACC to verify location prior to approval.

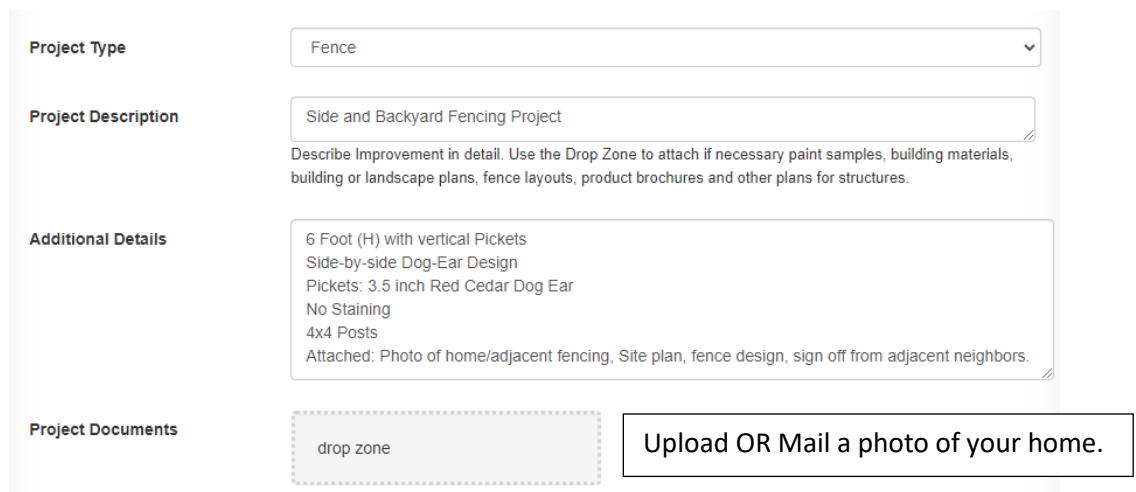
Please See Next Page for Request Form Details, Site Planning, Design Type

Request Form

Please provide details about your project: This will allow the ACC review process to move quickly. The Homeowner is responsible for providing samples, drawings, pictures, on-site staking with string, and/or other documentation as requested by the ACC.

- 1) **Fencing Plan/ Design:** Clearly state the materials being used, design type of fence, height, picket width and any staining being used. *(Jeffco regulations can be found on the next page)*
- 2) **Site Plan:** Give an overhead view of the fencing placement, providing measurements of offset from the front of home, street, neighbors, etc. *(Examples can be found on page 5)*
- 3) **Documents:** Please provide a photo of the front of your home, fence design, and adjacent fences or existing fencing to be matched. Also provide letters from all adjacent neighbors impacted by the application with 1) written permission for the fence to be build on the lot line boundary, 2) their signatures, and 3) contact information, including: full name, property address, phone number.

Sample ACC Request – Fencing Plan:



Project Type Fence

Project Description Side and Backyard Fencing Project
Describe Improvement in detail. Use the Drop Zone to attach if necessary paint samples, building materials, building or landscape plans, fence layouts, product brochures and other plans for structures.

Additional Details 6 Foot (H) with vertical Pickets
Side-by-side Dog-Ear Design
Pickets: 3.5 inch Red Cedar Dog Ear
No Staining
4x4 Posts
Attached: Photo of home/adjacent fencing, Site plan, fence design, sign off from adjacent neighbors.

Project Documents drop zone **Upload OR Mail a photo of your home.**

[ACC REQUEST FORM](#)

Online Form: <https://office.smartwebs.com/Arc//SWForms/index.cshtml#/forms/10805f4c-10c3-eb11-811b-000c2903e046>

Compliance with Local Municipalities

Homeowners are responsible for any work, construction, or improvements to their property and must be entirely compliant with applicable building codes and zoning regulations. Approval by the Architectural Control Committee is not an endorsement of design, material, labor, or contractor, and any such approval shall not provide compliance with building codes, zoning codes, county ordinances, or any other regulation as set forth by local, state, or federal law makers. **Permits may be required for work.**

Jefferson County Websites for zoning reference: <https://www.jeffco.us/> (Type in the search bar: Outside the Home) >>
Fences and Gates <https://www.jeffco.us/3975/Outside-the-Home#fences>
Corner Lot Homes – 55’ vision clearance triangle requirements:
<https://www.jeffco.us/DocumentCenter/View/2454/Placing-a-Fence-on-a-Property-PDF?bidId=>

Fence Design Recommendations

The Homeowner is responsible for providing samples, drawings, and other documentation as necessary.

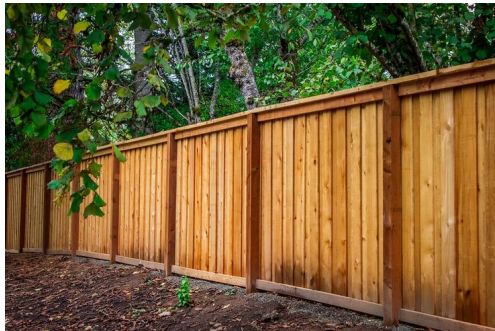
Side-by-Side, Dog-Ear Fence



Side-by-Side, Top Cap



Picture Frame Fence, Top Cap



Board-on-Board, Dog-Ear Fence



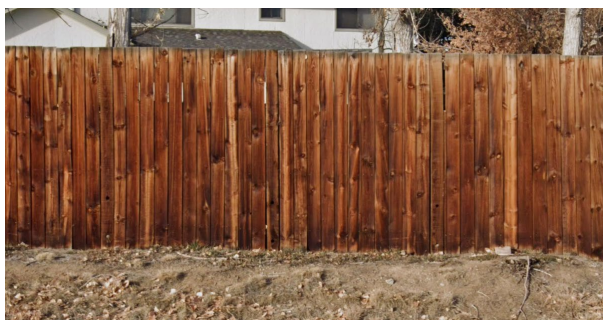
2 Rail - Split Rail Fence



3 Rail - Split Rail Fence



Multi Lane/ Heavy Traffic Perimeter Fencing (8 foot max) – Side By Side – Flat Top
(ONLY FOR fencing directly facing Wadsworth Blvd. and Chatfield Ave.)



Fence Planning

Side Yard Fencing

- Minimum setback 5 feet from the front of the face of the home/garage
- Max height of 6 foot
- 3.5 to 5.5 inch pickets
- Minimum of 2 foot setback from public sidewalks
- Pickets face outwards to public spaces

Back Yard Fencing

- Max height of 6 foot
- 3.5 to 5.5 inch pickets
- Minimum of 2 foot setback from public sidewalks
- Pickets face outwards to public spaces

Front of Home Fencing (street front & side yard in front of home.)

- 2 Rail-Split Rail, with a max height of 42"

Open Space Perimeter Fencing

- 2 or 3 Rail-Split Rail
OR
- Fencing with max height of 6 foot
- 3.5 to 5.5 inch pickets
- Pickets face outwards to public spaces

Multi Lane/ Heavy Traffic Perimeter Fencing

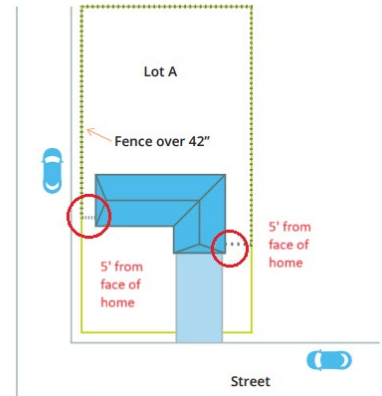
(ONLY FOR fencing directly facing Wadsworth Blvd. and Chatfield Ave.)

- Max height of 8 foot
- 5 ½ Pickets
- Pickets face outwards to public spaces

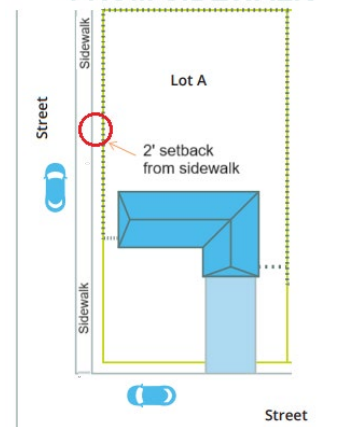
Corner Lot Fencing

Maintain the 55' vision triangle as required by Jefferson County.

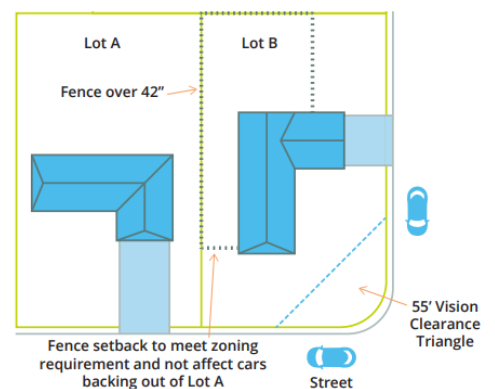
PLACEMENT OF FENCE ON PROPERTY LINES



PLACEMENT OF FENCE ON REAR SETBACK FROM SIDEWALK



PLACEMENT OF FENCE ON A CORNER LOT

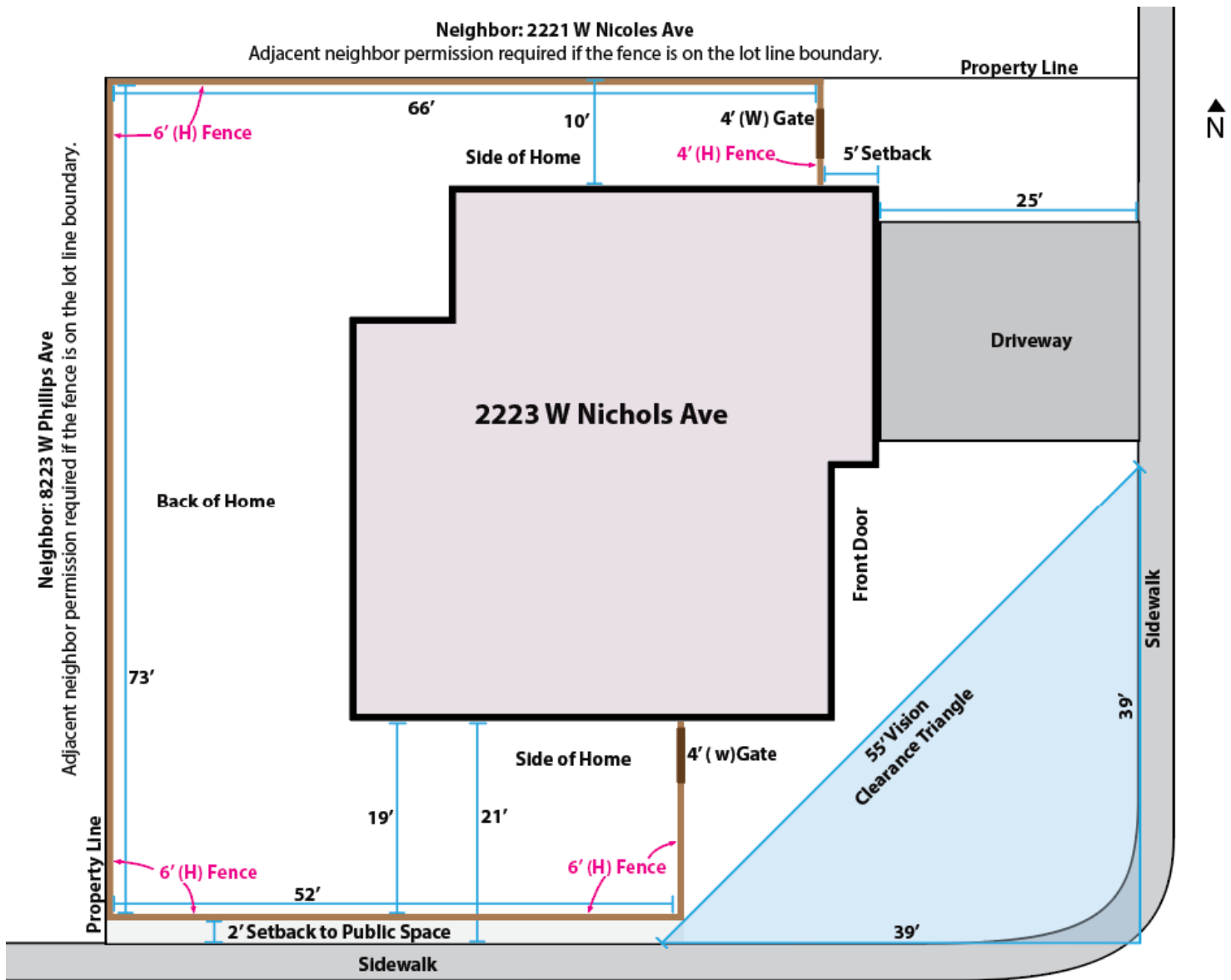


Site Plan Reference

The Homeowner is responsible for providing a site plan that gives an overhead view of the fencing placement, providing measurements of offset from the front of home, street, neighbors, etc.

Items to Note:

- Minimum of 5 foot setback from front of home/garage.
- Minimum of 2 foot setback from sidewalk.
- 55 foot Vision Clearance Triangle for corner lots.
- Pickets face outwards to public spaces.



Adjacent Neighbors

Columbine Knolls South II Homeowners Association
Shared Fence Lot Line Boundary: Neighbor Approval

In general, neighbors should be made aware of the pending construction and reasonable efforts should be made to protect neighboring properties. Fencing built on a property line may belong to both owners and requires individual permission for removal, repair, or installation. Contractors should seek permission to access the lot boundary from a neighboring property.

Adjacent neighbor permission is not required if the fence is setback a minimum of 2-6" from the lot line boundary. If a lot line boundary is unknown, or disputed, a survey may be required.

Neighbor objections to the proposed project should be conveyed to the requesting homeowner and the property management company/ ACC.

Keystone Denver Property Management and **CKSII ACC** contact details: <https://www.cksii.org/acc>

By signing below, you are acknowledging that all project plans have been shared with you by your neighbor, that you fully understand the scope and scale of the proposed fencing project, and that you agree to the terms and conditions found within this Shared Fence Lot Line Boundary: Neighbor Approval form.

NEIGHBOR AGREEMENT:

I hereby agree to all the statements made above and that my neighbor may construct a fence along our common shared lot line or property boundary. I understand that any approval of the CKSII Architectural Control Committee (ACC) does not in any way warrant or represent structural safety, engineering soundness, and installation methods of any project. I further acknowledge that the ACC does not guarantee the accuracy of property boundaries and that all homeowner disputes shall be set forth to a court of law. I understand that any ACC approval does not constitute approval by the Jefferson County building department and that homeowners may be required to obtain a building permit.

Homeowner Name: _____ Signature: _____ Date: __/__/____

Adjacent Neighbors Address: _____ Phone Number: _____

Homeowner Name: _____ Signature: _____ Date: __/__/____

Adjacent Neighbors Address: _____ Phone Number: _____

Homeowner Name: _____ Signature: _____ Date: __/__/____

Adjacent Neighbors Address: _____ Phone Number: _____

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