

Bob Zikmund	President
Jennifer Peacock	Secretary
Ken Spaeth	Treasurer
Kurt Lutterbach	Vice President
Larry Kavulich	Vice President

# The Fields of Farm Colony Owners Association

P.O. Box 601, Yorkville, Illinois 60560

8 September 2015

## FOFC Regulation 2012-2 Architectural Review Process (Including Changes 1-3)

**1. PURPOSE:** To clarify the review and approval process specified in Article III (Review Process) of the Declaration for all construction or home improvement projects in the Fields of Farm Colony (FOFC) sub-division.

**2. APPLICABILITY:** This regulation is applicable to all members of the Fields of Farm Colony Owners Association (FOFCOA).

### **3. POLICY:**

All construction or home improvement projects must have written approval from the FOFC Board of Directors prior to commencing construction.

The goal is to complete the review process within a 30 day timeline.

### **4. DEFINITIONS:**

Building a new home on a vacant lot is a construction project.

Home improvement projects are improvements such as, but not limited to, additions to the house (such as a Florida room), sheds, other out-buildings, fences, decks, patios or pools (either in-ground or above ground) to lots with an existing home.

Shed: A structure other than the home.

Split rail fence: A fence consisting of two (2) or three (3) rows of split rails with beveled ends (tenons) inserted into slots (mortises) in the vertical posts. Finished lumber (1x6, 4x4, etc.) will not be used in the construction of a split rail fence.

### **5. PARAMETERS:**

a. Construction Projects: In accordance with Article III, Section 1, paragraphs (a) to (d) and Article IV, Sections 1 and 2 of the Declaration.

b. Home Improvement Projects: In accordance with Article IV, Sections 3, 5, 6, 7, 8 and 9 of the Declaration.

c. In-Ground Pool Fences: Fences surrounding in-ground swimming pools shall be a minimum of 48 inches and a maximum of 72 inches in height. In-ground pool fences shall be made of aluminum or steel; no other fencing material is permitted. The color shall be black, white or earth tones. Privacy or barrier fences are not permitted. In-ground pool fences shall comply with the Kendall County Pool Agreement.

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d. Sheds: The maximum size for a shed is 320 square feet with a height of twenty (20) feet or less. Sheds must be conventionally framed; steel pole frames are not permitted.

## **6. REVIEW PROCESS:**

a. Association members must submit requests for construction or home improvement project approval to any Board member not later than (NLT) 30 days prior to planned commencement of the project. Project request forms for either type project are shown at Enclosures 1 (Home Improvement Projects) and 3 (New Home Construction).

b. Variance Request. The Board will consider all requests from Association members for a variance from the parameters of Paragraph 5 above.

c. The Architectural Review Committee (ARC) shall evaluate the project request and reach a recommendation NLT 14 days after the Board has received the request.

1) Construction projects will be referred to the full Board for decision.

2) Home Improvement Projects

(a) If the request is within the parameters specified in paragraph 5b above (i.e. does not need a variance), the Board member (a vice-president) responsible for Architectural Review may approve the project after polling the other Board members for any objections. The Board member will sign and forward an approval letter (Enclosure 2) and a copy of the plans to the requesting homeowner. The project will be reported at the next quarterly Board meeting.

(b) If the project requires a variance or if the Architectural Review Committee recommends disapproval/modification of the project, the Board liaison to the ARC shall contact the Board president NLT the 15<sup>th</sup> day after initial project submission.

(c) The full Board will consider the ARC recommendation and make a decision NLT the 29<sup>th</sup> day after initial project submission. If possible, project consideration will occur during a quarterly Board meeting as long as this occurs within the 30 day timeline. If not, the Board will decide, inform the homeowner NLT 30 days after initial project submission and report the decision at the next Board meeting.

(d) If any unforeseen changes, which are outside of the scope of the approval letter, occur during the construction phase of the project, the homeowner must inform the Board.

## **7. GRANDFATHER CLAUSE:**

All fences, pools, sheds and outbuildings in existence or in progress (providing they had previously been approved by Architectural Review) on 8 September 2015 are grandfathered. Any structure started after 8 September 2015 must comply with this regulation and all changes thereto.

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## **8. ENFORCEMENT:**

- a. Association members beginning a construction or home improvement project before receiving written approval from the Board or the passage of 30 days after submission of the project request without any communication from the Board will receive a violation notice (and possibly a fine) to cease construction immediately.
- b. If the Association member does not cease, the Board will seek legal action against the member. In accordance with Declaration Article V, Section 6, paragraph (b) the member will be responsible for any fine levied as well as all legal fees associated with any legal action.

### Enclosures:

1. Home Improvement Project Application Form
2. New Home Application Form
3. Sample Reply Letter

### Regulation History:

Initial Document	15 March 2012
Change 1	September 2013
Change 2	January 2014
Change 3	September 2015

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## ENCLOSURE 1 HOME IMPROVEMENT PROJECT APPLICATION FORM (revised September 2013)

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_ Lot #: \_\_\_\_\_

Phone Number : \_\_\_\_\_

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

### TYPE OF PROJECT

Swimming Pool (please "X" where appropriate)

☐

Above Ground Pool (20' diameter or larger; 4' deep or greater)

☐

Wading Pool (Less than 20' in diameter and/or less than 4' deep)

☐

In Ground Pool with surrounding aluminum or steel fence

Other Home Improvements (please "X" where appropriate)

☐

Fence

☐

Dog Run

☐

Patio or Deck

☐

Shed

☐

Other Outbuilding

☐

Home Addition

Brief Description of Project:

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## ENCLOSURE 1 (continued)

### PLEASE PROVIDE THE FOLLOWING:

☐

Two copies of your site plan to include:

(1) The entire lot, (2) Location of proposed improvements with all side and rear yard setbacks, (3) Location of easements, (4) Location of all existing buildings and structures, (5) Location of septic tank(s) and field, sump pump discharge drain and well. (6) A landscaping plan. Landscaping must be completed within three months of project completion.

One set of the plans will be returned to you with the Architectural Review Committee letter and one set will be retained by the Association.

☐

A copy of the approved Kendall County building permit or the application for the Kendall County building permit must be included.

☐

Samples of siding and roofing materials to be used including all finish colors may be required if requested by the Architectural Review Committee.

### Contractor Information:

Contractor Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

The approval of all applications will be based on aesthetics in conjunction with the protective covenants of the Fields of Farm Colony subdivision.

Applications must be submitted directly to the Vice President responsible for architectural review or to any Board Member at least **30 days** prior to the start of your proposed project. Applications may also be mailed to: The Fields of Farm Colony Owners Association, P.O. Box 601, Yorkville, Illinois 60560. Arrival at the post office box must be at least **30 days** prior to the start of your proposed project.

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## ENCLOSURE 2 NEW HOME APPLICATION FORM (revised January 2014)

Congratulations on your decision to build a home in Fields of Farm Colony. We think that you'll love it here. Fields of Farm Colony (FOFC) is a great place to live with 160 lots generally of 1 acre +, approximately 30 acres of grassy common areas plus 6 ponds comprising about 15 acres and over 4 miles of newly restored limestone pathways.

This form is prepared for your convenience in submitting your home plans for FOFC Owners Association architectural review. If there are no modifications or questions, this review will not take longer than 30 days as specified in the main body of this regulation. Both Kendall County and FOFC approval are required prior to beginning construction. Please submit your plans at least 30 days in advance of your planned construction date. We recommend that you read the Declaration of Protective Covenants, Conditions, Restrictions, Reservations and Grants of The Fields of Farm Colony Subdivision prior to submitting your request. The declaration may be found in the public section of our web site ([fieldsoffarmcolony.com](http://fieldsoffarmcolony.com)).

Any questions may be submitted via e-mail to [board@fieldsoffarmcolony.com](mailto:board@fieldsoffarmcolony.com) or to the Fields of Farm Colony Owners Association, P.O. Box 601, Yorkville, Illinois 60560.

### Owner Name(s):

Current Address      Street:  
City, State & Zip Code:

Telephone:

Email:

### Lot #:

Property Street Address:

### Builder Information:

Name:

Builder Address:

### Home Style:

☐

One Story

☐

Two Story

☐

Split Level

☐

Tri Level

☐

Cape Cod

☐

Other (specify)

Web Site  
[fieldsoffarmcolony.com](http://fieldsoffarmcolony.com)

E-Mail Address  
[board@fieldsoffarmcolony.com](mailto:board@fieldsoffarmcolony.com)

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## ENCLOSURE 2 (continued)

### Basement Type:

☐

Standard

☐

Lookout

☐

Walkout

☐

Crawl Space

### Living Area (approximate square feet):

1<sup>st</sup> Floor : \_\_\_\_\_

2<sup>nd</sup> Floor: \_\_\_\_\_

Basement: \_\_\_\_\_

Total Area: \_\_\_\_\_

### Garage

Type:

☐

Attached

☐

Detached

☐

Tandem

Size (number of cars):

☐

One Car

☐

Two Car

☐

Three Car

### Solar orientation of front elevation:

☐

North

☐

South

☐

East

☐

West

☐

Other

### Building Exterior: Siding

Elevation

Color

Manufacturer

FRONT

☐

Brick

☐

Stone

☐

Stucco

☐

Cedar

☐

Board

☐

Vinyl

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fieldsoffarmcolony.com

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board@fieldsoffarmcolony.com

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Vice President  
Vice President

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**ENCLOSURE 2 (continued)**

Elevation                  Color                  Manufacturer

SIDE

## Brick

Stone

## Stucco

## Cedar

Board

## Vinyl

REAR

## Brick

Stone

## Stucco

## Cedar

Board

## Vinyl

## Soffits, Gutters, Downspouts, Fascia

Color:

## Porches, Decks and Patios

Indicate materials and finishes to be used.

Porch:

Deck:

Patio:

## Exterior Door and Window Trim

Doors:

Wood

## Vinyl

Other

Windows:

Wood

## Vinyl

Other

### Roof Material:

Architectural Grade  
Textured Asphalt

## Plain Asphalt

## Wood Shake

Brand

## Style

## Color

Web Site

fieldsoffarmcolony.com

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## ENCLOSURE 2 (continued)

### Front Entry Door

Style & Description:

Finish Color:

Sidelights – Decorative Glass Brand/Style:

Transom – Decorative Glass Brand/Style:

**Landscape Features:** Check all applicable features anticipated to be completed at time of occupancy and provide related sketch or plan.

<input type="checkbox"/> Flower Garden	<input type="checkbox"/> Vegetable Garden	<input type="checkbox"/> Seeded/sodded areas
<input type="checkbox"/> Trees & Shrubs	<input type="checkbox"/> Ponds	<input type="checkbox"/> Landscaping Berms & Swales

### Features

<input type="checkbox"/> Culdesac	<input type="checkbox"/> Pond View	<input type="checkbox"/> Corner Lot
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### Submittals:

**Building Plans:** Please submit a complete set including all floor plans, deck plans, patio plans, exterior elevations, and roof plan. The plan will be returned with the review letter.

**Site Plan:** Submit a copy of the entire lot including fully dimensioned location of building/s, front, side and rear setbacks, culvert/s and driveway/s, septic tank and field location, well location, fences, structures, cable dishes and out buildings if any. The plan will be returned with the review letter.

### Color Samples Required:

Siding  
Masonry  
Roofing  
Fascia, Soffit, Gutters and Downspouts  
Exterior Trim

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## Enclosure 3

### APPROVAL / MODIFICATION / DISAPPROVAL LETTER

date 201x

**To:** Mr. and Mrs.  
street address

**Lot Number:**

Your (date) request for the home improvement project / new home in accordance with the plans submitted is approved / modified / disapproved. If applicable, the modifications required for project approval or the reasons for disapproval are shown below.

Project General Description:

Modifications required for approval:

Reasons for Disapproval:

#### Changes to the Approved Plan.

Please inform the Board of any unforeseen changes that are outside the scope of the approved project.

Sincerely,

Name  
Vice President, Architectural Review  
Fields of Farm Colony Board of Directors

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