



VENTANA COVENANT COMMITTEE

Board Meeting

Will be held in person at
11007 Hidden Prairie Parkway
Fountain, CO 80817

and
via Teleconference

Tuesday, May 16, 2023 at 6:00 pm

**** Please join the meeting from your computer, tablet or smartphone****

<https://video.cloudoffice.avaya.com/join/084287756>

Meeting ID: 084287756

You can also dial in using your phone.

United States: (213) 463-4500

Access Code: 084-287-7756

Board of Director	Term
Christina Sparks	August 2023
Heather Farrar	August 2023
Kevin Whatley	August 2023

MEETING AGENDA

1. Call to order
2. Declaration of Quorum
3. Approval of Agenda
4. Regular Business Items (these items are routine and may be approved by one motion. There will be no separate discussion of these items unless requested, in which event the item will be heard immediately)
 - a. Approval of Board Meeting Minutes from February 28, 2023 (enclosed)
5. Board Matters
 - a. Review Request for shed at 10635 Traders Parkway (under separate cover)
6. Management Matters
 - a. Review Covenant Violations (enclosed)
 - b. Review Architectural Submissions summary (enclosed)
7. Other Business:
 - a. Next Board Meeting is August 15, 2023, at 6:00 pm
9. Adjourn





VENTANA COVENANT COMMITTEE
Special Board Meeting
Held virtually via teleconference.
Tuesday, February 28, 2023, at 7:00 PM

Christina Sparks – Term to August 2023
Heather Farrar – Term to August 2023
Kevin Whatley – Term to August 2023

**** Please join the meeting from your computer, tablet, or smartphone****

<https://video.cloudoffice.avaya.com/join/060015271>

Meeting ID: 060015271

You can also dial in using your phone.

United States: +1 (213) 463-4500

Access Code: 060-015-271

Public invited to attend

SPECIAL MEETING MINUTES

1. Call to Order: Director Whatley called the meeting to order at 7:00 PM.
2. Declaration of Quorum: Ms. Harris confirmed a quorum was present.
3. Approval of Agenda: Director Whatley moved to approve the Agenda as presented; seconded by Director Farrar. Motion passed unanimously.
4. Regular Business Items
 - a. Approval of Board Meeting Minutes from November 22, 2022: Director Farrar moved to approve the November 22, 2022 Meeting Minutes; seconded by Director Sparks. Motion passed unanimously.
5. Board Matters
 - a. Review Request for shed at 7317 Primavera Ln: Ms. Harris presented the request for shed at 7317 Primavera Lane. The shed size is 12' x 20' and single story. After review, Director Sparks moved to approve the request for shed; seconded by Director Farrar. Motion passed unanimously.
6. Management Matters
 - a. Review Covenant Violations: The Board reviewed Covenant Violations.
 - b. Review Architectural Submissions Summary: The Board reviewed the Architectural Submissions summary.
7. Other Business
 - a. Next Board Meeting is May 16, 2023, at 6:00 PM

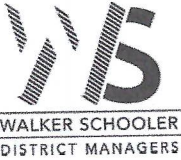
8. Adjourn: The Board adjourned the meeting at 7:30 PM.

Respectfully submitted,

By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 28, 2023,
MINUTES OF THE VENTANA COVENANT COMMITTEE BY THE BOARD OF
DIRECTORS.





Ventana Metropolitan Architectural Submission/ Application Form

Home Owner (applicant): Jesse & Jennifer Rodriguez Account #:

Property Address: 10635 Traders Parkway Zip: 80817

Tenant/ Renter (if applicable):

N/A

Other Home Owner (if applicable):

N/A

Home Owner Contact Information:

Day Time Phone: 619-957-7791 Night Time Phone: 619-957-7791

Mailing Address (if different than property address): Same

State: _____ City: _____ Zip: _____

Email address: Jesse.rodriguez@bcopromos.net

Tenant Contact Information (if applicable):

Day Time Phone: _____ Night Time Phone: _____

Email address: _____

Contractor Information:

Contractor Name/ Company:

Tuff Shed

Contractor Phone: 719 299 5953 Contractor Email: mfox@tuffshed.com

Project Start Date: 4/28/2023 Project End Date: 4/28/2023

Modification or Addition Requesting (check all that apply):

- | | | |
|--|--|--|
| <input type="checkbox"/> Detached Structure/
Building | <input type="checkbox"/> Fence | <input type="checkbox"/> New Construction |
| <input type="checkbox"/> Paint | <input type="checkbox"/> Play Equipment | <input type="checkbox"/> Retaining Wall |
| <input type="checkbox"/> Satellite Dish | <input type="checkbox"/> Solar Panels | <input type="checkbox"/> Exterior Modification |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Ornamentation | <input type="checkbox"/> Patio/ Arbor/ Deck |
| <input type="checkbox"/> Pool/ Spa | <input checked="" type="checkbox"/> Shed | <input type="checkbox"/> Other: _____ |

Legal Description of Modification:

Storage building 10x20

Make sure you have attached/ included all of the following information:

- A completed Submission Form (including **signature below the Owner Acknowledgement notice on next page**)
- A description of the project, including; height, width, depth, materials, colors, etc.
- A complete materials list of the project, including; paint samples and/or stain color
- A picture or drawing of the intended/ existing project (sketches, clippings, catalog illustrations and other data or links to websites)
- A site plan showing the location of the house along with any other structures on your lot and the proposed structure (including dimensions from the property line or other structures)

Please send your request to:

Ventana Metropolitan District
C/o Walker Schooler District Managers

Phone: (719) 447-1777

Website:

www.colorado.gov/ventanometro

614 North Tejon St
Colorado Springs, CO 80903

Email: kevin.w@wsdistricts.co

****For Office/ Committee Use Only:**

Date submission received: ___/___/___ Committee Approval/ Denial Date: ___/___/___

APPROVED APPROVED W/ STIPULATIONS DENIED DENIED – INSUFFICIENT INFORMATION

Stipulations/ Comments/ Suggestions:

Authorized By:

Owners Acknowledgements:

I understand:

- That no work on this request shall commence until I have received approval of the Architectural Control Committee (ACC)
- Any construction or alteration to the subject property prior to approval of the Architectural Control Committee is strictly prohibited. If I have commenced or completed any construction or alteration to the subject property and any part of this application is disapproved, I may be required to return the subject property to its original condition at MY OWN EXPENSE. If I refuse to do so and the District incurs any legal fees related to my construction and/or application, I will reimburse the District for all such legal expenses incurred.
- That any approval is contingent upon construction or alterations being completed in a neat and orderly manner
- That there are architectural requirements covered by the Covenants and a board review process as established by the Board of Directors
- All proposed improvements to the property must comply with city, county, state and local codes. I understand that applications for all required building permits are my responsibility. Nothing herein shall be construed as a waiver of modification of any codes. My signature indicates that these standards are met to the best of my knowledge.
- That any variation from the original application must be resubmitted for approval

- That if approved, said alteration must be maintained per the Declaration of Covenants, Conditions and Restrictions for the Ventana Community.
- This alteration will not detrimentally affect the proper drainage of any common areas or surrounding lots. I will be responsible at my expense to correct any drainage problems to such areas that may occur because of this work or alteration.
- *The Builder/Applicant acknowledges and agrees that the Committee and Association assume no liability resulting from the approval or disapproval of any plans submitted. The Committee and the Association assume no liability and make no representations regarding the adequacy or quality of any submitted plans or whether such plans comply with any or all governing authority requirements. The Committee's review, comments, and/or approvals do not relieve the Builder/Applicant of their responsibility and obligation to comply with the Master Declaration, Master Design Guidelines, or Subdivision Guidelines as applicable. The Builder/Applicant agrees to grant the Association accesses to property at any reasonable hour to inspect for compliance issues.*
- *It is the duty of the owner and the contractor employed by the owner to determine that the proposed improvement is structurally, mechanically and otherwise safe and that it is designed and constructed in compliance with applicable building codes, fire codes, other laws or regulations and sound practices. Your association, the ACC Committee and any employee or member thereof, shall not be liable in damages or otherwise because of the approval or non-approval of any improvement.*

I certify that the above information is an accurate representation of the proposed improvements and that the work will conform to applicable codes, covenants and standards. I also certify that the improvements will be completed in accordance with the approved application. I understand that construction is not to begin until approval has been received from the Architectural Control Committee. The Architectural Control Committee has permission to enter the property to make inspections, as they deem necessary.

Owner/Applicant Signature: _____ **Date:**
 ___/___/_____
Co-Owner/Applicant Signature: _____ **Date:**
 ___/___/_____

Informational Addendum:

REVIEW PROCESS – Your association's governing documents stipulate the amount of time the ACC may take to render a decision. However, the ACC will make every reasonable effort to expedite the review process. Applications will be reviewed during the timeframe for completeness and the ACC may request additional information to help clarify your proposal.

APPLICATION – The application must be accompanied with necessary documents, photos, drawings, brochures, and information necessary to present to the ACC. Property owners must sign the application. Contractor’s signatures for property owners will not be accepted. Modifications are not permitted to commence until the modification has been reviewed and approved by the ACC.

NOTIFICATION - All owners will be notified in writing by mail (USPS) once the request has been approved or denied.

APPEALS – If your association allows appeals of an ACC Committee decision, requests must be based on the association documents and timeframes stated by the documents.
 Insert WSDM form in use

LANDSCAPE PLAN CHECKLIST:

- _____ **Landscape Plan at 1'=20' or 1'=30' scale**
- _____ Lot lines, setbacks, easements, no-build areas
- _____ Building location, driveway, walks, patios, decks, stairs
- _____ Lawn or turf (type and location)
- _____ Proposed trees (types, sizes and locations)
- _____ Proposed shrubs and live groundcover (types, sizes, quantity and locations)
- _____ Mulch (type, size and location)
- _____ Retaining walls (height, material and location)
- _____ Berms or any other grade alterations

ANCILLARY IMPROVEMENTS CHECKLIST:

- _____ Privacy fencing (height, material and location)
- _____ Dog run / Dog house (size, materials and location)
- _____ Play equipment (type, material, color and location)
- _____ Sports equipment (type and location)
- _____ Accessory Structures – gazebo, storage shed, hot tub, etc. (elevation, size and location)
- _____ Exterior lighting (type, size and location)
- _____ Other (specify)

ARTICLE V
Establishment of Schedule for Fines, Penalties and Charges

Section 5.1 – Establishment of Fines, Penalties and Charges

To facilitate compliance with the Declaration and these Design Guidelines, the AC establishes the following list of Fines, Penalties and Charges that they may apply and collect to Owners who are in violation of the Declaration and Design Guidelines:

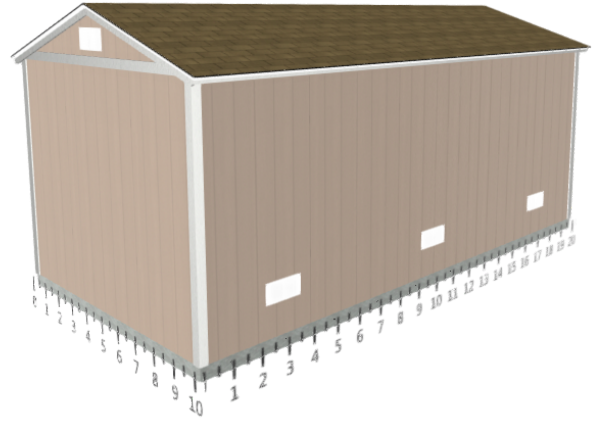
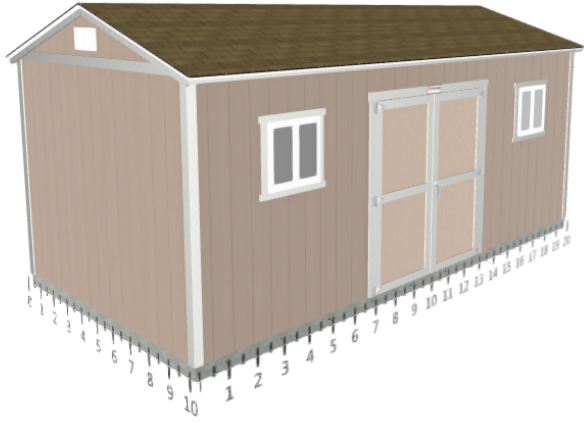
CCR / DG Code Section	Violation	Fee
DG 4.4	Excavation	\$20/ week until resolved
DG 4.2	Construction Hours 7am - 7pm	\$10/ incident
DG 3.41	Pet Waste	\$20/ incident
CCR 4.10 / DG 3.39	Leashed Pets	\$20/ incident
CCR 4.06	Nuisance	\$50/ Month until resolved
CCR 4.05	Trash Receptacles/ Refuse	\$5/ Day until resolved
DG 2.2	Unapproved Architectural Projects	\$50/ Month until resolved
CCR 4.01, 4.08 / DG 3.36	Landscape Maintenance	\$10/ Week until resolved
CCR 4.07	Lights, Sounds, and Odors	\$20/ Month until resolved
CCR 4.11 / DG 4.6	Vehicles	\$20/ week until resolved
CCR 4.12	Signs	\$10/ Month until resolved

Section 5.2 – Update and Publication

The Ac may from time to time update, modify, change, add to, or eliminate this list and will publish and advertise this list for general distribution to all Owners.



Jesse Rodriguez
10635 Traders PKWY
Fountain CO 80817
Q-2104087



Wall D



Wall B

Base Details

Building Size & Style

Premier Tall Ranch - 10' wide by 20' long

Paint Selection

Base: Notorious, Trim: Delicate White

Roof Selection

Golden Cedar 3 Tab

Drip Edge

White

Is a permit required for this job?

No, If local jurisdiction requires a permit, fees will be added before installation can take place

Options Details

Doors

3' x 6'7" Double Shed Door (6')

Windows

2 Ea 2'x2' Insulated Horizontal Sliding Window

Walls

478 Sq Ft House Wrap

Floor and Foundation

6 Ea Shed Anchor to Concrete - A24 & Wedge Anchor

Vents

5 Ea 16"x8" Wall Vent - White

Jobsite/Installer Details

Do you plan to insulate this building after Tuff Shed installs it?

Yes

Is there a power outlet within 100 feet of installation location?

Yes

The building location must be level to properly install the building. How level is the install location?

Within 4" of level

Will there be 18" of unobstructed workspace around the perimeter of all four walls?

Yes

Can the installers park their pickup truck & trailer within approximately 200' of your installation site?

Yes

Substrate Shed will be installed on?

Anchored to Concrete with Shed Floor

DocuSigned by:

Jesse Rodriguez

Signature:

Date: 4/14/2023

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PROJECT

Jesse & Jennifer Rodriguez

PAGE

DATE

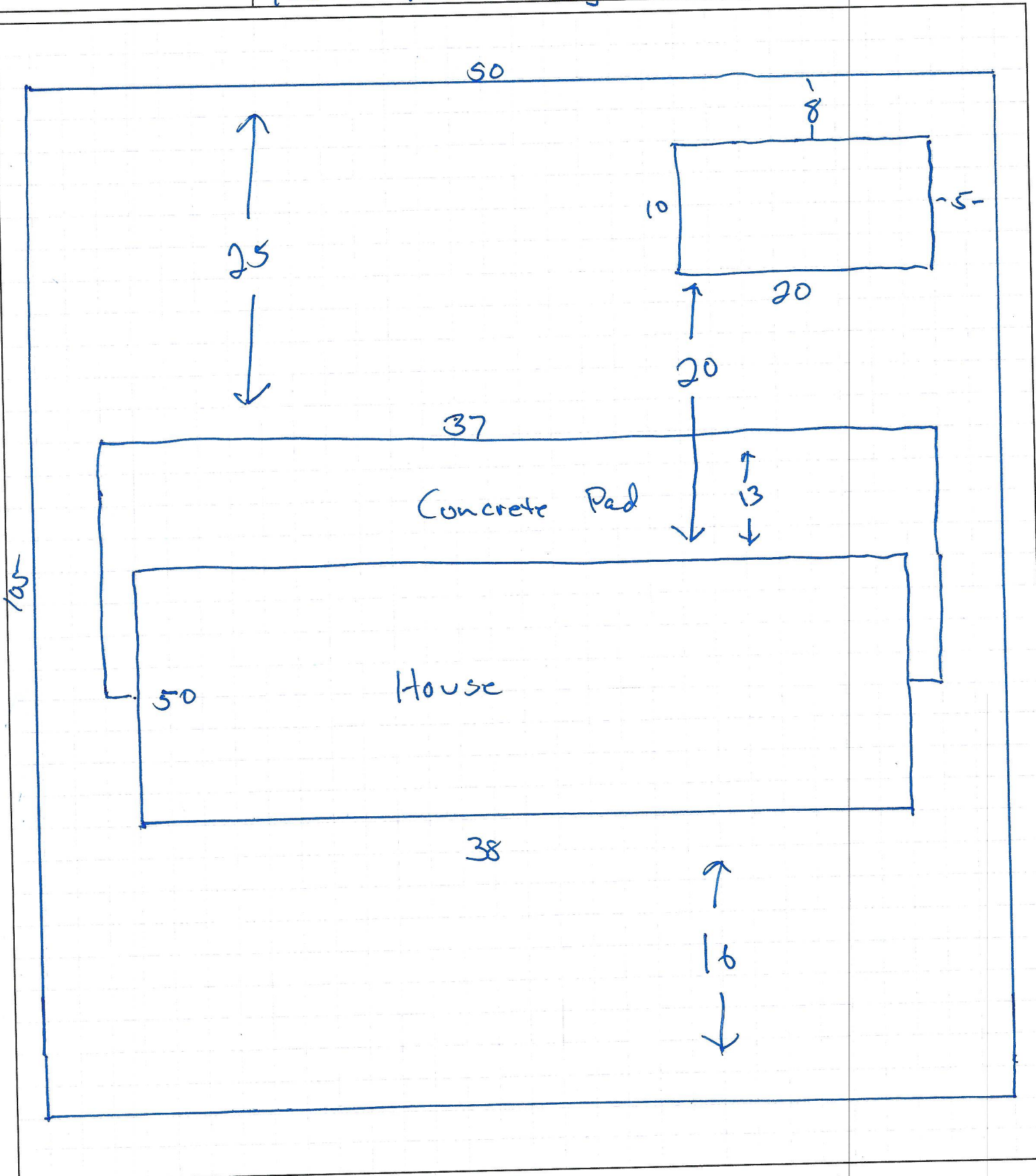
5/2/2023

DESCRIPTION

10635 Traders Prkwy

Storage Shed

BY



Heather Smith

From: Mike Fox <MFox@TUFFSHED.COM>
Sent: Thursday, May 11, 2023 10:33 AM
To: Heather Smith; Jennifer Rodriguez
Cc: Jesse Rodriguez
Subject: RE: 10635 Traders Parkway

Heather,
The letter from City of Fountain is attached:

From: Melanie Estrada MEstrada@fountaincolorado.org
Sent: Wednesday, May 10, 2023 9:57 AM
To: Mike Fox MFox@TUFFSHED.COM
Subject: RE: [EXTERNAL EMAIL] - RE: Permit not required - PPRBD

CAUTION: This email came from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mike,

Per our phone conversation and the email I just sent, per Pikes Peak Regional Building Department, One-story, detached, unheated accessory structures as defined by the IRC, not more than two hundred (200) square feet in floor area, are exempt from a building permit (floodplain permits may still be required).

Fountain Planning and Zoning would not need to review a plot plan for a structure when a building permit is not required. PPRBD is the entity that would issue a building permit. Please let me know if you need any other assistance from me.

Melanie Estrada
Planning Technician
City of Fountain | 116 S. Main St., Fountain, CO 80817
www.fountaincolorado.org
office (719) 322-2028

The Pikes Peak regional building department letter is following: <https://www.pprbd.org/File/Resources/Downloads/ResidentialHandout/Detached%20accessory%20structure.pdf>

DETACHED ACCESSORY STRUCTURES The following items are required for review of a residential accessory structure. Accessory structures include detached garages, sheds, workshops, greenhouses, etc. Plans will not be reviewed for approval if any of the requirements listed below are omitted. Walk-through plan review is limited in time, if more time is required, the plans will be checked in at the front counter. One-story, detached, unheated accessory structures as defined by the IRC, not more than two hundred (200) square feet in floor area, are exempt from a building permit (floodplain permits may still be required). PLOT PLAN A site/plot plan review is required for all accessory structures, permitted or not. Contact the zoning department having jurisdiction for additional information. • Complete street address. • Legal description of property. • Property lines and dimensions. Include side, front and rear yards. • All site improvements, including existing and proposed new construction (deck, patio enclosure, garage, etc.) FOUNDATION PLAN (Indicate type) • Engineered design, to include soils report • Monolithic foundation MUST MEET ALL

REQUIREMENTS (see diagram) ⇒ Not more than 750 square feet ⇒ Single story without loft ⇒ Foundation does not retain soil ⇒ Monolithic slab of single pour with turned down edges ⇒ Uniformly loaded wood framing ROOF FRAMING/FLOOR PLAN (see example) Provide a complete structural plan that includes all of the required information listed below. NOTE: Truss manufacturer layout will not be accepted in lieu of a roof framing plan. • Location of all windows and doors with width and height dimensions, and function (i.e. 4030 = 4' wide and 3' tall slider) • Framing material ⇒ Rafters ⇒ Trusses ⇒ Other engineered products (I-joists) • Spacing of members • Over-framing shaded and identified • Post, beam, and header locations, sizes, and materials • Bearing walls, trimmers, king studs, and stud sizing indicated • Hanger and uplift connections specified • Engineer stamped truss details (if applicable) ⇒ Detail of each truss element produced by the manufacturer, stamped by a Colorado licensed design professional ⇒ Label all trusses on the roof framing plan with the alphanumeric label corresponding with the truss detail ⇒ Label all girder trusses with the number of plies and indicate the size and species of the bearing chord or web. EXTERIOR ELEVATIONS Illustrations of all sides that indicate the following: • Finished grade • Roof slope • Roof material • Exterior finish INTERIOR SECTIONS/DETAILS Provide a minimum of one section through the entire structure identifying the following: • Foundation type • Framing material/description • Vertical dimensions • Finished grade NON-CONVENTIONAL CONSTRUCTION Residential plans that differ from conventional construction must be sealed and signed by a design professional licensed by the state of Colorado. Examples of unconventional construction include: • Block or poured concrete walls, including approved insulated concrete forms (ICF), that extend beyond foundation • Earth-sheltered or bermed • Steel stud or post-and-beam • Pre-engineered metal • Structural Insulated Panel (SIP) • Log • Adobe or masonry brick • Straw or tire bale • Pole barns • Aluminum or geodesic greenhouses • Shipping containers Non-conventional structures will be required to have a soils report and engineered foundation design at the time of first inspection. AGRICULTURAL BUILDINGS Buildings that are proposed for agricultural use that are located in El Paso County are required to be reviewed by El Paso County Development Services. Such buildings may, or may not, require a building permit, per the El Paso County Land Use Code. Documentation and site plan review is required by El Paso County Development Services to determine the applicability of agricultural use for a building. This documentation may be required to get any electrical, mechanical, or plumbing permits associated with an agricultural building.

Thank you for your attentions and cooperation
Mike

[Tuff Shed Vs Bear!!!](#)



Michael Fox
Sales Design Consultant
p: 719-299-5953 e: mfox@tuffshed.com
 | tuffshed.com

TUFF SHED FINANCING
OPTIONS AVAILABLE

RTO Flex Leasing

Financing: Instant approval.
No credit

needed. <https://www.rtonational.com/s/v5p>

RTO Installment Financing: Traditional financing with approved credit.

<https://www.rtonational.com/s/v5e>

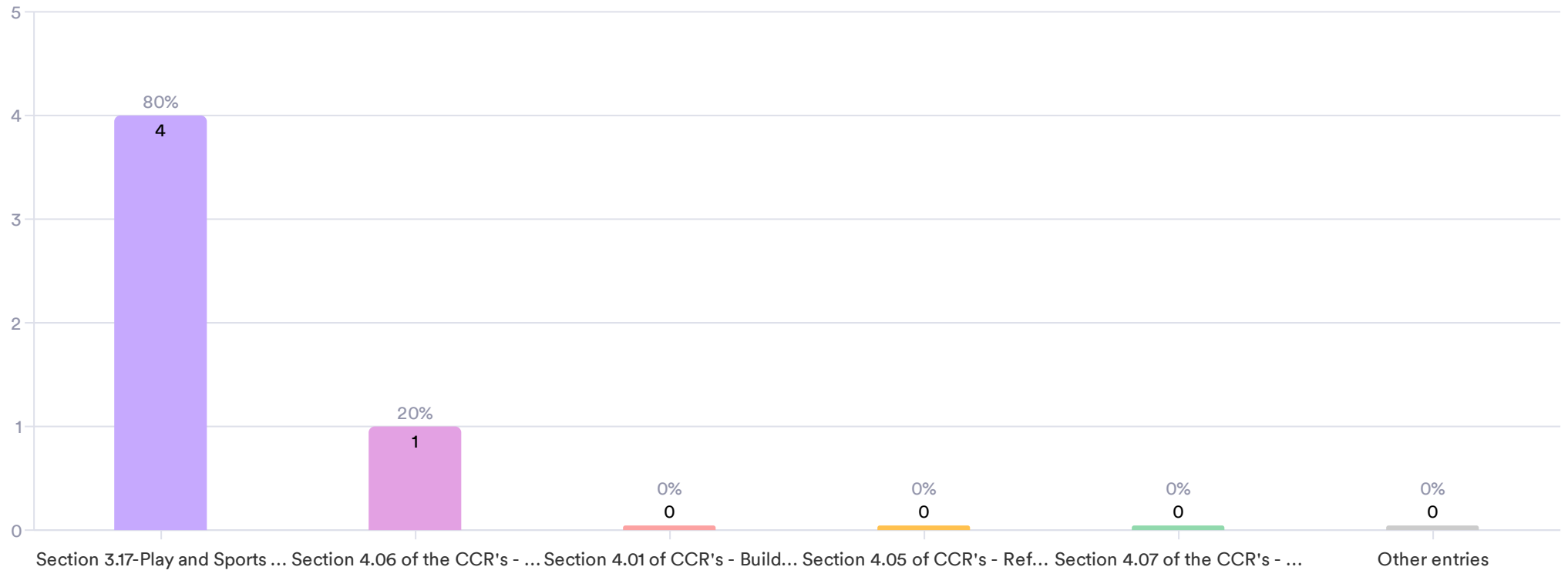


VMD Violation Tracker

VMD Violation Tracker

Cited Violation:

5 Responses



Data	Response	%
Section 3.17-Play and Sports Equipment-All play structures and equipment...	4	80%
Section 4.06 of the CCR's - Nuisances. Noxious, hazardous or offensive a...	1	20%
Section 4.01 of CCR's - Building and Grounds Maintenance. The exterior ...	0	0%
Section 4.05 of CCR's - Refuse. Unsightly objects or materials, including b...	0	0%
Section 4.07 of the CCR's - Lights, Sounds, and Odors. Lights that are unr...	0	0%
Other entries	0	0%

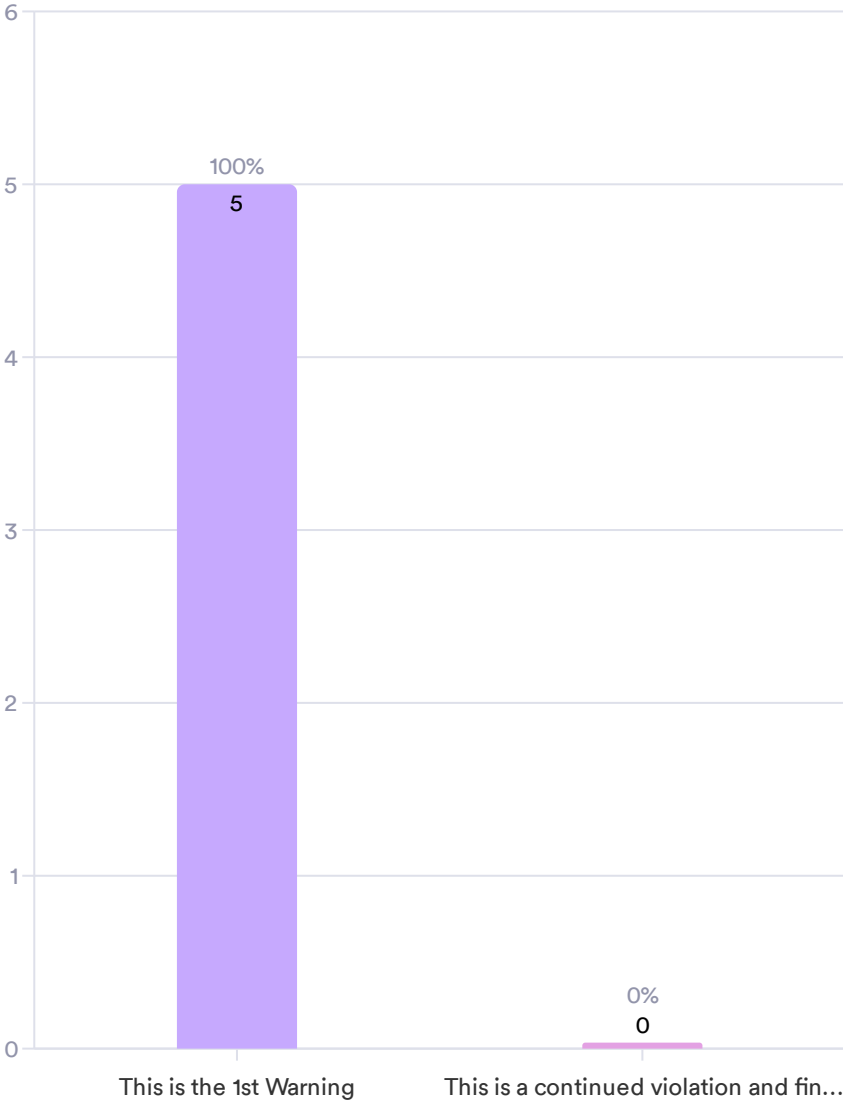
Details of Violation

5 Responses

Data	Responses
Please take down basketball hoops when not in use.	3
Please pick up the fecal matter from dogs in the back yard.	1
Please take down basketball hoop when not in use.	1

Level of Warning

5 Responses



VMD Violation Tracker

Date Violation Issued:

5 Responses

Data	Responses
1-10-2023	4
2-10-2023	1

Fine to be Applied:

5 Responses

Data	Responses
\$10/week unless remedied by deadline	2
\$10/week unless resolved by deadline	2
\$10/week if not resolved by deadline	1

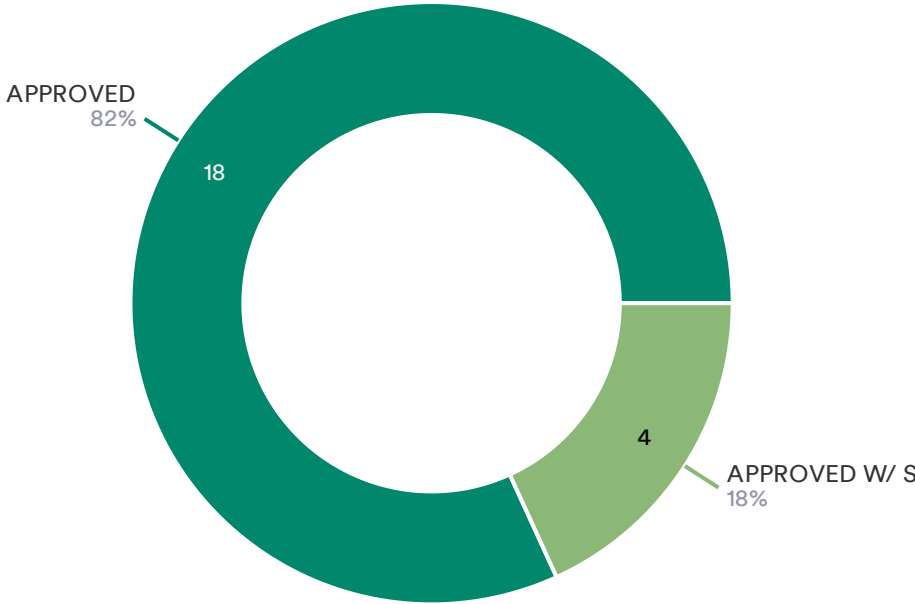
Ventana Metropolitan Architectural Submission/ Application Form

Ventana Metropolitan Architectural Submission/ Application Form

Approval/ Denial

22 Responses

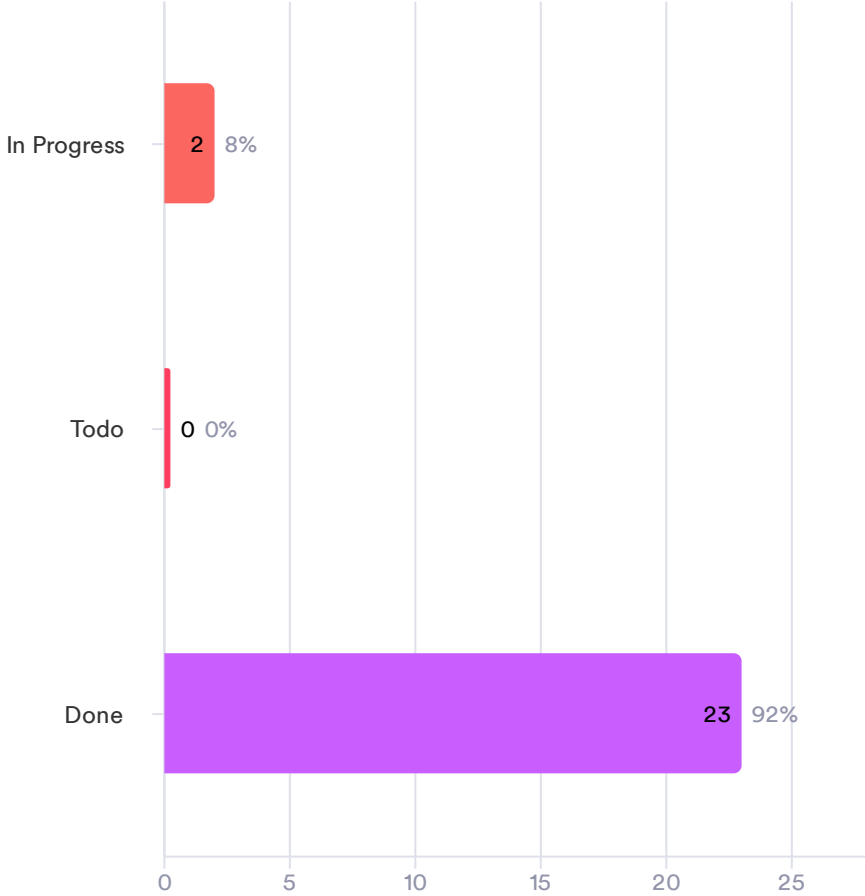
Data	Response	%
APPROVED	18	82%
APPROVED W/ STIPULATIONS	4	18%
DENIED W/ STIPUTLATIONS	0	0%
DENIED	0	0%



Current Status of Submissions

25 Responses

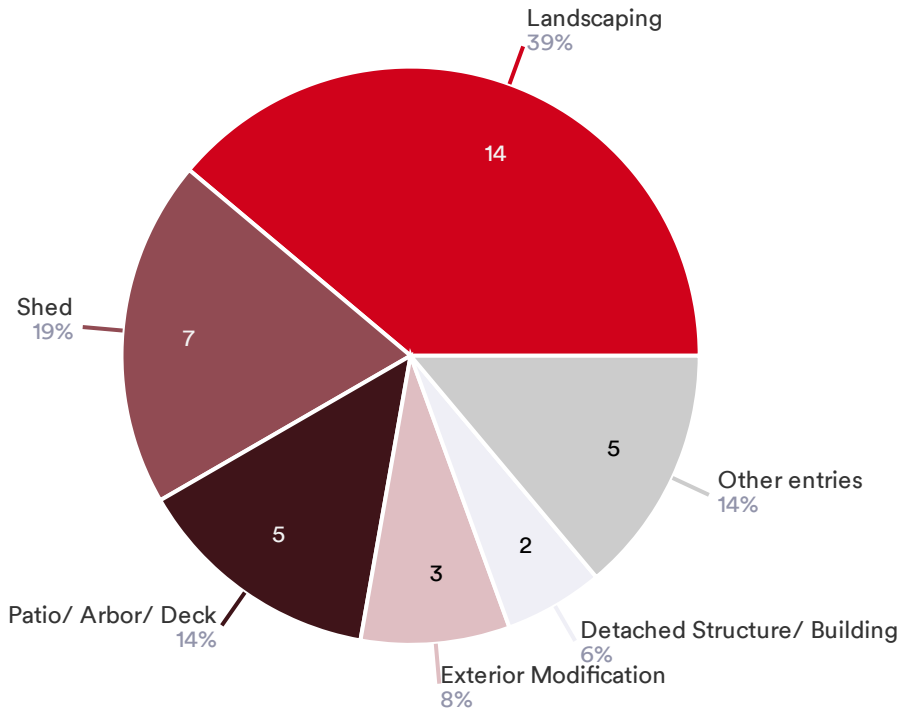
Data	Response	%
In Progress	2	8%
Todo	0	0%
Done	23	92%



Ventana Metropolitan Architectural Submission/ Application Form

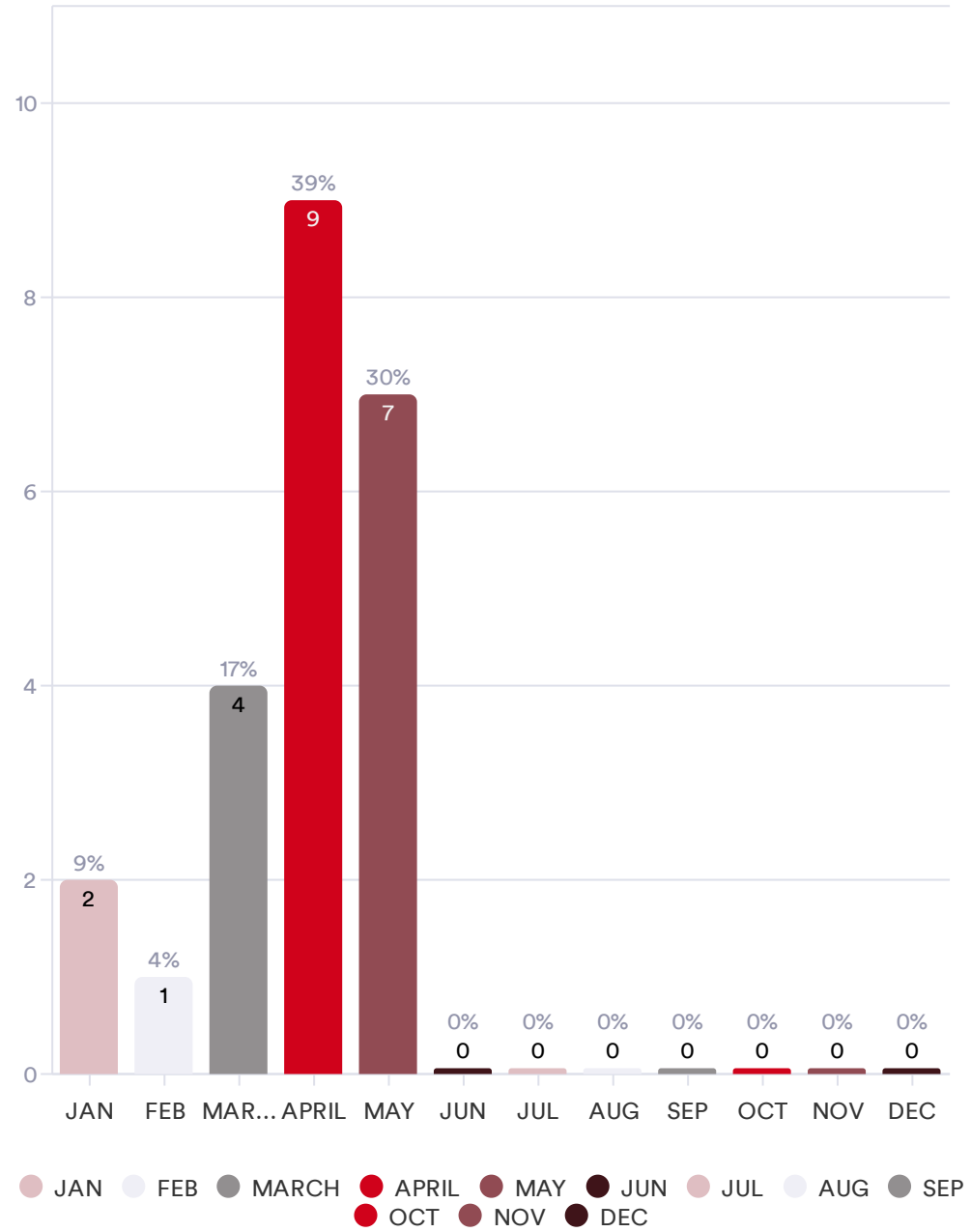
When submissions have been reviewed

Type of Improvement



Data	Response	%
Landscaping	14	39%
Shed	7	19%
Patio/ Arbor/ Deck	5	14%
Exterior Modification	3	8%
Detached Structure/ Building	2	6%
Other entries	5	14%

23 Responses



Ventana Metropolitan Architectural Submission/ Application Form

Property Address

26 Responses

Data	Responses
7373 Primavera Lane, Fountain, CO, 80817	1
10848 Hidden Prairie Parkway, FOUNTAIN, CO, 80817	1
Traders Parkway , Foutain , CO , 80817	1
10707 Hidden Prairie Parkway, Fountain, CO, 80817	1
10528 Traders Parkway , Fountain , CO, 80817	1
10905 Lavanya Pl., Fountain, CO, 80817	1
7443 PRIMAVERA LANE, FOUNTAIN, CO, 80817	1
10774 Traders pkwy, Fountain, CO, 80817	1
10763 Calista Way, Fountain, CO, 80817	1

Ventana Metropolitan Architectural Submission/ Application Form

Please describe in detail the improvement being proposed.

26 Responses

Data	Responses
<p>We would like to expand the concrete pad in the back we currently have to 12'x22' and then add a 3' wide walk way connected to that around the east side of the house that will wrap around and connect to the driveway</p>	<p>1</p>
<p>Replace all of the existing 16' x 9' area of front yard grass with xeriscaping (3 kinds of landscaping stones, 2 flowering shrubs, and 9 perennials) per attached diagram. Complete within 2 weeks if start date.</p>	<p>1</p>
<p>We are having a concrete patio put in and removing a small section of the grass area and replacing it with matching rock.</p>	<p>1</p>
<p>The anticipated start and end date are just dates that I needed to put in , in order to submit the request. I will provide updated information when and if approved. I am attaching photos of the front of my house. In the photos any bushes ,small ornamental grasses, and the tree that have a red X. I am requesting approval to be removed. If anything else is needed please reach out. If approved I will email to provide the day that all bushes/trees are to be removed. Thank you</p>	<p>1</p>
<p>8x7.5 vinyl/plastic storage shed being placed in the back right corner of backyard. Shed will be purchased from Sam's club. https://www.samsclub.com/p/lifetime-8x7-5-feet-outdoor-storage-shed/prod25390625?xid=plp_product_3</p>	<p>1</p>
<p>We would like to build a raised patio that is approximately 1 foot off the ground, made of composite decking, that is 8' x 9'. We will use 6 -10 preformed concrete supports with wooden 2x4 for support. We plan to build an enclosure on it for an inflatable hot tub. We will use 4x4 corner posts to support 7 1/2 - 8 foot walls made of lattice (on the outside) and corrugated opaque plastic for privacy on the inside and roof. Will make a door out of the lattice. We plan to make the surround 7 1/2' - 8' tall to allow for sloping on the roof for weather run off.</p>	<p>1</p>
<p>Request permission to change front yard grass to artificial turf, and also to remove backyard tree to be completely removed. Will also replace the backyard grass with artificial turf as well. I am aware if by future wanting to install a new tree in backyard, will have to request permission before continuing. Additional comment: Will try to get it done this month but if not, is it possible to still get it approved. Due</p>	<p>1</p>