
**Management
Company**

Flagstaff Management, LLC

Website:

www.flagstaffmanagement.com

Email address:

Fmc900@flagstaffmanagement.com

Phone Number:

(303) 682-0098

Fax:

(303)-682-1111

Address:

900 Coffman St., Suite D
Longmont, CO 80501

Manager:

David McCarty

Board of Directors

President:

Sudie Kelly

Vice President:

Rick Lacov

Secretary:

Gail Hougland

Treasurer:

Barbye Greenberg

Member:

Sue Wiengard

Sonoma Village at Ute Creek

Spring 2016 Newsletter



Message from the Board

This has been quite a winter, but with Spring here, we're hoping to see many of you out on your patios, walking the complex, enjoying the sun. It will be fun meeting some of the new residents who have arrived in the last few months and greeting our regular residents.

As a **reminder**, there are a few issues that need to be said. First, **pets** are allowed on the community property if they are on leash. Owners are **REQUIRED** to pick up after their dogs. Pick up bags are located around the center greenway. Then the owner **MUST** dispose of the filled bag in their own trash can. If you notice someone not disposing of pet waste properly, please contact Flagstaff Management with the unit # so a violation can be issued.

Second, **trash cans** are to be removed from the curb within 24 hours after pickup. Please mark your trash can and recycle bin with the number of your building and letter of your unit, so it can be returned to you if the wind carries it away. With spring and summer winds getting stronger, also please wrap your trash in bags (in case it blows over) and stabilize the recyclables with something heavy. Our pickup day is Wednesday.

Parking within the community: Remember that parking spaces are on a first come first serve basis with one space per resident.

There is no policy in our CCRs that eliminates **solicitors** from our complex. To eliminate any 'unwanted solicitors', display a sign at your door that says "NO Soliciting" or "NO Solicitors". If they still bother you, it is your right/responsibility to call the police. It is against the law to solicit when a sign is posted at your door. The fine can be \$50 to \$300 for them. Note that this does not apply to political or religious groups. Signs can be purchased from many stores in town.

The most important issue is the use of **grills and propane**. We have read the Longmont Fire Code and we have not been in compliance. A copy of the code is inserted into this mailing FYI. To summarize, **NO** Propane tanks are allowed on patios in our HOA, unless they are the smaller 2 ½ lb container (small Coleman type). Electric grills are acceptable. If you have a larger grill and propane tank, you will need to store it in your garage and wheel it out in your driveway to use. *We will be checking for compliance to this code beginning June 1.*

Liability for violation or damage is the OWNER'S RESPONSIBILITY. Therefore, it is imperative that the owners of rental units inform their renters of the rules. If damage is caused because of a violation of code, insurance probably will not cover it.

Because of the owner liability in many areas and because we have a need to have emergency information, the board is requiring that owners sign or have the renters sign a form in order for this information to be available. If there is a fire in a building, or a water pipe flood, we should be able to give the Fire Department or appropriate office a number to call to insure all is safe or be able to get into the unit. Owners of rental units are not always available. Resident owners should enlist a neighbor to have access to their unit in case of an emergency. A phone number on the entrance of a unit of a relative who lives close would also suffice.

Owners who rent their units, please fill out the **Landlord Requirements Form**, sign, have your tenant sign, and return to Flagstaff Management within 30 days.

Window Washing will happen this summer as promised. It will be in the first 2 weeks of July.

Community Events: The **Summer Social** is set for the 24th of June at 6:00 pm. Details will be on the bulletin boards as time gets closer. There will NOT be a **community garage sale** this year. We plan on having it every other year. But residents can have their own personal garage sales this summer if they wish. We have found that the timeframe we had chosen did not fit into everyone's schedule.

The updated **summary of the Rules and Regulations** is included in this newsletter for your convenience.

Regarding **Next Light**, the following link will give owners information on construction along with a link to sign up for notifications for when service is available. There is a separate link towards the bottom of this page for a construction update map as well as a link on the right hand side of the page that allows them to sign up for notifications. The board will post notices on the bulletin boards also, once construction in and around the HOA is getting closer to starting.

<http://longmontcolorado.gov/departments/departments-e-m/longmont-power-communications/broadband-service>

LONGMONT FIRE DEPARTMENT



FIRE PREVENTION/SUPPORT SERVICES

225 KIMBARK STREET
LONGMONT, CO 80501-5912
303-651-8437

Barbecues, Smokers and Open Flame Cooking Devices at Apartment Buildings and Condominiums

NOTE: The Fire Code identifies barbecues, smokers, charcoal grills and other similar cooking devices as - **Open-flame Cooking Devices.**

Propane or LP-gas Cooking Devices

Propane cooking devices are not allowed on balconies or within 10 feet of combustible construction, exception for gas containers that are not greater than 2 ½ pound in capacity--A 2 ½ pound propane container is the smaller, typically green "Coleman" type cylinder (16 oz.). There are a number of grills manufactured that accept this type of container.

The reason for this provision in the code is due to the inherent nature of propane. Propane is heavier than air, tends to linger in a vapor cloud and does not diffuse easily. When propane is released, it flows and settles much like water to the lowest point. A propane leak occurring on a balcony may migrate into the apartment through an open door, or "flow" off the balcony into the open window of a lower unit. Any open flame the gas encounters may explosively ignite the cloud of propane.

Charcoal Cooking Devices

Charcoal cooking devices are not allowed on combustible balconies or within 10 feet of combustible construction, exception when buildings, balconies and decks are protected by an automatic fire sprinkler system.

Sensible reminders for any charcoal cooking -- Charcoal must never be used in an enclosed area, the fumes can be deadly. Flammable liquids like gasoline must never be used to start a charcoal fire. Use only products labeled for use as charcoal starting fluid. Never apply lighter fluid to an active fire. When done with charcoal cooking, replace the cover on the cooking device and close all air vents. Dispose of cold ashes into a noncombustible receptacle.

Electric Cooking Devices

Outdoor electric cooking devices may be operated on balconies or patios provided the cooking device is directly connected to an outside approved type electrical outlet and used per manufacturer's instructions.

Natural Gas Cooking Devices

Natural gas cooking devices are allowed on balconies and patios provided the gas fired cooking device is permanently connected, complying with the manufacturer's installation instructions and the Mechanical Code.

Exit Ways

Outdoor cooking devices cannot be located where they will block exit ways; including balconies, porches, patios or walkways.

Enforcement Responsibility

It is ultimately the property owner's responsibility to ensure compliance for most regulatory issues, including open-flame cooking devices.

The Fire Department frequently works with Homeowners' Associations (HOA's) and property management to heighten awareness of life safety items, including the use of open-flame cooking devices. Ideally, occupants take responsibility for and abide by lease agreements and management policies, which are typically driven by a combination of insurance, fire code, legal and proprietary requirements. Pertaining to the adopted 2012 edition of the International Fire Code, in part, Section 109.2 declares, "Correction and abatement of violations of this code shall be the responsibility of the *owner*."

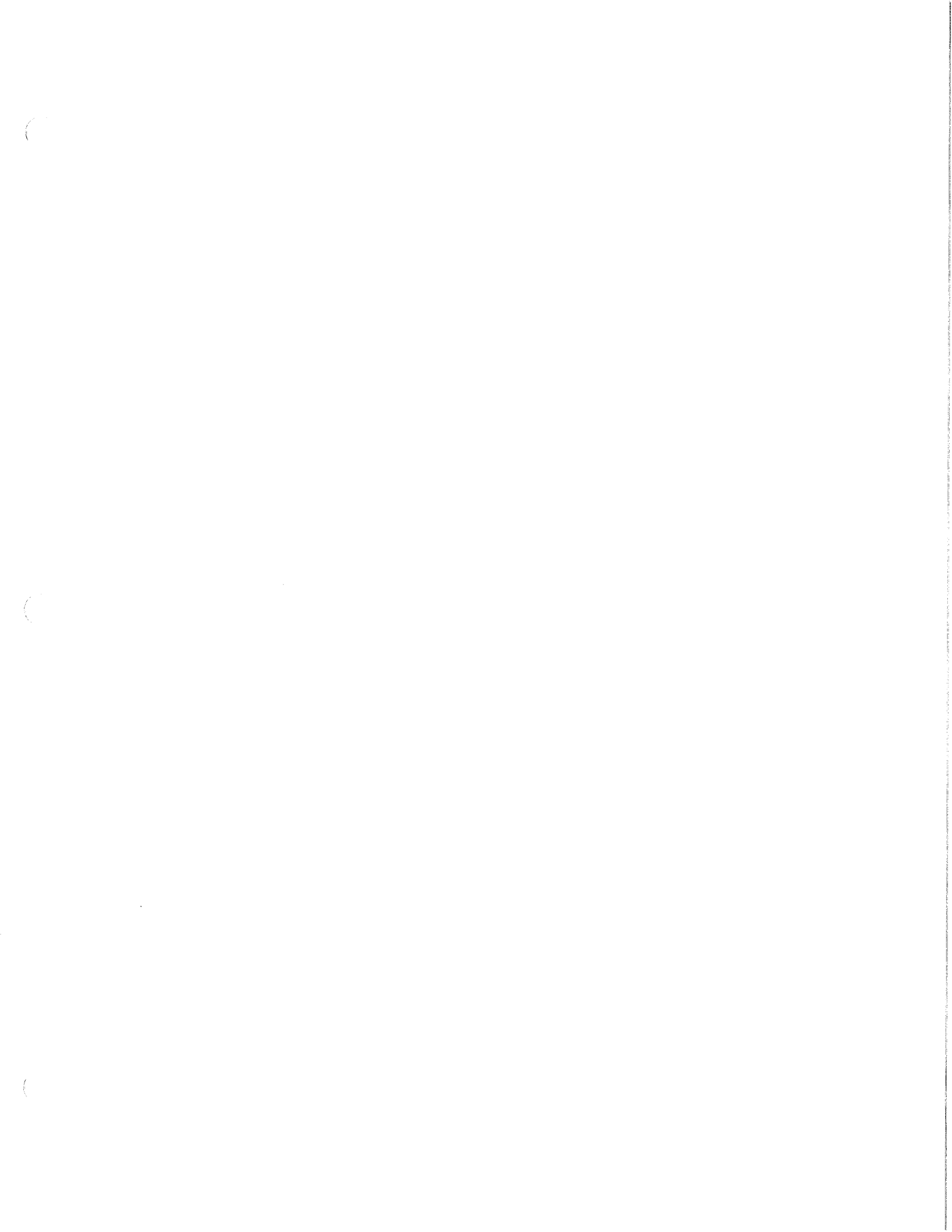
Please contact the Fire Prevention Office at 303-651-8437 with questions or for clarification of these regulations or other fire code issues.



RULES AND REGULATIONS FOR SONOMA VILLAGE AT UTE CREEK

- 1) Unit Boundaries: unfinished surfaces of planes on each side; e.g., owner responsible for interior door/window/walls, HOA responsible for outside door/window/walls. Exclusions would be individual AC units and cables which are owners' responsibility. Chutes, pipes, ducts, etc., that are unit specific but are partially inside and partially outside the walls are owners' responsibility. (Covenants, Section 4.4)
- 2) A unit owner may delegate the right to enjoy the common area to members of their family, tenants, or guests. (Covenants, Section 4.9)
- 3) Units shall not be used for any purpose other than residential. No commercial use is allowed at any time. (Covenants, Section 6.1)
- 4) No bicycles, kayaks, sport or recreational equipment, trash, litter, junk boxes, containers, bottles, cans, implements, machinery, lumber or other building materials shall be permitted if they can be seen from any other unit or the golf course. (Covenants, Section 6.3)
- 5) Owners may keep up to two domestic animals. They are fully liable for any actions or damages caused by the animals. This includes picking up after the dog. No household pets are allowed to run at large within the Community. Dogs are to be on a leash; cats are to be in a pet carrier or a leash. (Covenants, Section 6.4, amended)
- 6) No individual antennae, satellite, etc., serving one unit owner, shall be erected in the Common area. Individual satellite dishes may be attached to the individual patios as long as they do not obstruct the view of the other owners. (Covenants, Section 6.5) If a group of owners in a building wish to erect/install a common satellite dish, they may do so, as approved by the Board in 2011, by sharing the installation cost of the satellite dish with all interested unit owners
- 7) Excessive noise or activity is not allowed if it is continuous and causes unreasonable annoyance to other owners. (Covenants, Section 6/6)
- 8) Parking in undesignated areas is on a "first come, first served" basis, provided that no owner shall park more than one vehicle in these spaces. Oversized vehicles, commercial vehicles, trailers, etc. may park temporarily in the community, but not overnight. Inoperable or abandoned vehicles must be inside the owners garage. No repair or servicing of a vehicle is allowed outside the garage. Keep the garage door closed as frequently as possible for both safety and appearance. (Covenants, Section 6.7)
- 9) No fireworks or open fires are allowed in the community. (Covenants, Section 6/11)
- 10) No signs should be displayed on the common area unless approved by the Board. For sale signs may be placed outside the unit on common ground IF THE SIGN COULD NOT BE SEEN FROM THE STREET IF PLACED ON THE PATIO OR A WINDOW. (Covenants, Section 6/14)
- 11) All second floor units must get approval from the HOA board to install anything other than carpeting on the floors. Those directly above a first floor unit will need to purchase an "attached" flooring, with cork padding of no less than 1/8" in depth. The IIC rating needs to be 65 or more. Stairs adjacent to other unit's walls need to have carpeting.
- 12) Trash cans must be put back in garages the night the trash is picked up. . (Board decision, Jan 2009)
- 13) Screen doors are to be black, nichol, almond, or bronze color and approved by the Board in a design request. (Minutes, 2009)
- 14) No outdoor cooking devices, e.g., charcoal grills, chimineas, gas grills with propane tanks larger than 2.5 lbs, and open fire pits, are allowed on the unit patios. Gas grills with larger propane tanks may be wheeled out of the garage and used in the driveway.
- 15) Straight awnings may be installed on individual patios with a design request. Colors must complement the building.
- 16) Unit owners have a right to lease their units but not for periods less than 30 days. Terms for leasing are subject to the terms of the Declaration of Covenants.

These are just some of the covenants listed in the documents. For more explanation or complete coverage, please read the Covenant document.



Flagstaff Management, LLC

900 Coffman St., # D
Longmont, CO 80501
Phone:(303) 682-0098
Email: fmc900@flagstaffmanagement.com

Sonoma Village at Ute Creek Homeowners Association Landlord Requirements Form

In accordance with the Rules & Regulations for Sonoma Village at Ute Creek Homeowners Association leases are to be in writing for at least 30 days and no more than 3 unrelated individuals may occupy the unit. The landlord and tenants are to complete and sign this form to be returned to the Flagstaff Management, LLC within 2 weeks of signing a lease or renewing a lease. The tenant information and information regarding who is managing your unit is needed in case of emergency.

I/We, _____, owners of _____ hereby affirm that we have given the tenant(s) a copy of the Rules & Regulations for Sonoma Village at Ute Creek HOA. We agree that as the property owners we are responsible for our tenant's violations and failure to comply with the governing documents, Longmont Fire Code, and the laws of the City of Longmont. The Enforcement Policy and Collection Policy apply. Fines associated with these violations will be charged to the owner's account including any collection or legal fees associated with collection of fines or enforcement of the governing documents. Below is the required information to be provided to the HOA.

Print Management Co. Name - _____ Mailing Address _____ Phone Number _____

Print Tenant(s) Name(s) _____ Tenant Emergency _____ Phone Number _____

Number of Adults (age 18 up) _____ Number and ages of Minors living at property _____

Print Tenant(s) Name(s) _____ Tenant Emergency _____ Phone Number _____

Vehicle(s) _____ Make/Model _____ Color _____ License Plates #(s) _____

Vehicle(s) _____ Make/Model _____ Color _____ License Plates #(s) _____

I am not using a property manager, to manage my rental.

Owner/Property Manager Signature _____ Date _____

I/we the tenant(s) of _____ acknowledge that we have received copies of the Rules & Regulations for Sonoma Village HOA and agree to abide by all governing documents of the association, also city, state and federal laws. I/we understand fines may be assessed to the owner for violations of the tenant(s).

Tenant's Signature(s) _____ Date _____

Tenant's Signature(s) _____ Date _____