



Deerfield Architectural Control Committee Guidelines

Approved DD-MMM-YYYY





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Purpose of this Document

To provide guidance for the Deerfield Architectural Control Committee (ACC) as they determine whether to approve an ACC request. The Deerfield Covenants require an ACC to approve certain modifications to houses and lots; some items in the Covenants are firm requirements, while others are purposely left to be subjective to be determined on a case-by-case basis. This document will be structured around the sections of the Covenants that describe ACC scope.

Purpose of the ACC

To protect the property value and quality of life in Deerfield from being negatively affected by inconsistent, uncontrolled changes to structures and property, as directed in the Deerfield Covenants. The ACC must work both with strict rules, written guidance, and aesthetic judgement; decisions are not normally black-or-white.

Approval and Changes to this Document

The initial version of these guidelines is approved by the full membership along with revised Covenants in 2019. According to the Covenants, subsequent changes are drafted by the ACC and approved by the board. A simple majority of the membership can vote to remove guidance items from this document.

Documenting ACC's Work

The ACC shall respond to each request stating when the 30-day approval period begins, which is when complete and acceptable documents are submitted by the homeowner for review. The ACC shall also respond in writing to each request stating the results and rationale if rejected.

The ACC shall keep a file for each request received. The file should contain the request, the material submitted for approval, considerations taken in to account, and the final ruling. The file shall be stored in the Deerfield document archive

ACC Requirements and Guidance

This section states the ACC requirement from the covenants, followed by guidance about how to implement the requirement if needed.

Structures in Utility Easements (from preamble to the Covenant)

Requirement: No permanent structure shall be built in utilities easements unless two conditions are met: 1. The owner provides the ACC with a copy of the utility company's written consent, and 2. The owner signs a statement that Deerfield and the ACC is not liable for allowing the construction



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Guidance: Easements are shown on the plats, available in the Deerfield archive files

“Front Yard” Restrictions (Covenants section 1)

Requirement: No structures other than open porches and ornamental fences shall be built between the setback line and the street.

Guidance: On corner lots, this controls both “front yards” that face a street. Setback lines are usually the front of the house, but should be verified with the plat drawing. An “ornamental fence” is non-functional. It is generally one or two sections of fence placed in the yard, and is generally surrounded by plantings of some sort.

Structures close to Property lines (Covenants section 4)

Requirement: No structure is to be built within 20 feet of a side/back property line, or within 20 feet of another structure.

Guidance: Grandfather existing sheds that currently exist; do not reject applications to replace or modify a shed that predates this guidance based on shed location. However, the placement of any new sheds or other structures will be subject to the above Requirement.

General ACC Requirements (Covenants section 8)

Requirement: ACC approves all changes to exterior appearance of home or other structures. It also approves the addition or modification of: buildings, out buildings such as sheds and mini-barns, other accessory buildings, fences, walls, driveways, culverts, parking areas, and towers. The ACC shall take into consideration: location, colors, materials, street elevations, conformity and harmony of design with existing structures. ACC shall approve location, size, height, and type of fences.

When the approval of the city or other regulatory agency is needed, the ACC requires the homeowner to get the approvals, and if the project is in the scope of the ACC, then the ACC may ask for evidence of approval by the regulatory agency (Garages, Fences, some sheds often fall into this category).

Improvements may be grandfathered by the ACC; that is, if the homeowner’s project is to replace an improvement with a very similar item, the ACC should generally approve the request.

Guidance:

- **Paint color:** The ACC should generally accept any paint color request that falls within reasonable harmony with the neighborhood. This clause is designed to prevent loud colors such as pink, purple, lime green from being used on the exterior of a structure, including the trim. Front door accent colors may be more vivid. Samples of acceptable colors as well as unacceptable colors are available from the ACC.



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- Garage additions: Garage additions or new garages should fit with the common architecture of Deerfield; it should be harmonious with the look of the rest of the house. Pole barns, Quonset huts, tents, sheet metal garages are not acceptable. Generally garages should not face the street; allowing this would be a large departure from norm and must have a strong rationale
- Sheds: Sheds shall be 150 square feet or less (existing sheds are grandfathered) and no more than 12 feet in height measured from the natural ground level. They should be painted harmoniously with the house. Exterior construction shall be wood; sheet metal or other materials are not acceptable.
- Fences: The only fence between a house and street shall be ornamental (see treatment in Covenants Section 1 above). Generally, fences should not be visible from the street. Deerfield has historically been a very open neighborhood with few, if any, fences between yards. Fully enclosing a yard may be rejected except in documented extenuating circumstances. Carmel has a fence ordinance that may apply.
- Other types of changes are to be considered in light of harmony with the neighborhood and “curb appeal”/resale value impact to other houses in Deerfield.



Approvals

Initial approval: As part of covenants in 2019

Subsequent approvals:

ACC member Name	ACC member Signature and Date	Board Member Name	Board Member Signature and Date