

NorthPark ACC Request for Approval - Exterior Improvement Projects

Please fill out the following information to request approval for your proposed exterior home improvement project. The Architectural Control Committee (ACC) will review your design plans to ensure the plan meets the requirements outlined in the Design Guidelines for Residential Improvement. If the plan meets the guidelines, the request will be approved. If the plan does not meet the guidelines, the ACC will have to reject the request. You will be notified by email regarding the approval/denial of your request within 30 days of submitting your request.

Homeowner Information:

Name: _____

Email Address: _____

Address: _____

Phone: _____

Approximate Dates of installation: Start: _____ End: _____

Type(s) of Improvement:

I am requesting approval for the following exterior improvement(s). Please check all that apply.

- | | |
|--|---|
| <input type="checkbox"/> Basketball Backboard | <input type="checkbox"/> Play Equipment |
| <input type="checkbox"/> Deck/Patio | <input type="checkbox"/> Room Addition |
| <input type="checkbox"/> Dog Run | <input type="checkbox"/> Roofing |
| <input type="checkbox"/> Driveway/Walkway Addition | <input type="checkbox"/> Sauna/Hot Tub |
| <input type="checkbox"/> Fencing | <input type="checkbox"/> Security Door |
| <input type="checkbox"/> Landscaping (including retaining walls) | <input type="checkbox"/> Window(s) |
| <input type="checkbox"/> Patio Cover | <input type="checkbox"/> Other |

Exterior Improvement Details:

Please describe the exterior improvement in detail, including a summary and approximate start and end dates. Include this information for each improvement project if you are requesting approval for multiple projects. You will upload your design plan(s) below.

Exterior Improvement Design Plans:

Drawings must be to scale in order to be reviewed. Please submit the design plan drawings along with this form.

Approval Request Submission - Approval Must Be Obtained Before Work Can Begin:

By submitting my request:

- I confirm I understand that the approval of the ACC must be obtained before I proceed with my projects.
- I understand that approval by the ACC does not constitute approval of the local building codes and that I may also be required to obtain a building permit.
- I agree to complete improvements promptly after receiving approval from the ACC.
- I have read the Design Guidelines for Residential Improvement document and will comply with all requirements.
- I understand the completed improvement may be subject to review for conformity with the approved plan.

To submit your request for approval, please send this completed form along with a copy of the detailed design plans to:

Email: Rachel@vistamgmt.com, Kelsie@vistamgmt.com . Make sure you CC yourself.

Please use the following Subject Line Text:

NorthPark HOA ACC Request for Approval

Mail:

Rachel Newberg
NorthPark HOA ACC Request for Approval
% Vista Management Associates, Inc.
8700 Turnpike Drive, Suite 230
Westminster, CO 80031
Ph: 303.429.2611
Fax: 303.426.2632

Approved as submitted:	_____
Approved w/Conditions:	_____
Conditions:	_____

Disapproved as submitted:	_____
Reason(s) for Disapproval:	_____

