

NorthPark ACC Request for Approval -Shed/Building Project

Please fill out the following information to request approval for a shed/building project. The Architectural Control Committee (ACC) will review your building design plan to ensure it follows the Design Guidelines for Residential Improvement. If your request, as submitted, meets the guidelines, the request will be approved. If your design plans do 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: _____

Shed / Building Project Details:

Details of your plan must include:

Measurements:

Height: _____

Length: _____

Width: _____

Confirm the siding material will be the same/similar as on your home now.

- Yes
- No

Confirm the building will be painted the same colors as on your home now.

- Yes
- No

Confirm the roofing material will be the same/similar as on your home now.

- Yes
- No

Confirm the pitch of the shed/building roof will be the same/similar as your home roof now.

- Yes
- No

Have you provided for adequate space around the shed/building to allow for proper maintenance, such as repainting?

- Yes
- No

If you have any further comments/explanations to include, please do so here:

Shed / Building Design Plans:

Please attach your design plans for the shed / building here, including the following:

1. Bird’s eye view of the entire lot showing the location of the building, impacted neighbors, and street view of the proposed shed/building.
2. Drawings must be to scale in order to be reviewed.
3. Other pertinent information to be considered in the design review.

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

PO 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:	_____

