

CASTLE HIGHLANDS HOME OWNERS ASSOCIATION ARCHITECTURAL REQUEST FORM

PLEASE MAIL COMPLETED FORM
WITH ATTACHMENTS TO:
Pristine Communities
P.O.Box 124
Castle Rock, CO 80104

FOR ACC USE ONLY
Approved: Yes ___ No ___
By: _____
Date: _____

(Revised 08/23/07)

IMPORTANT NOTE: Prior to requesting approval for exterior changes, the homeowner must review the Castle Highlands HOA Design Guidelines for legality and compliance.

APPLICANT:

Name: _____
Address: _____
Phone(HM) _____ (WK) _____ Date: _____

EXAMPLES OF EXTERIOR HOME IMPROVEMENTS REQUIRING PRE-APPROVAL (BUT NOT BY WAY OF LIMITATIONS): Painting(Colors) / Deck/Patio slab / Roofing / Drive/Walk Addition / Landscaping / Patio Cover / Room Addition / Fencing / Retaining Wall / Gazebo Construction / Storage Shed / Basket Ball backboards / et al. If in doubt, submit your request and a Architectural Committee member will contact you.

My Request involves the following type(s) of improvements. _____

PAINTING:

BODY

TRIM

Choice	Brand	Color	Brand	Color
1.				
2.				
3.				

Describe improvements: include paint chips, building materials, landscape plans, fence layout and other plans or brochures for patio, decks, structures or sheds.

A Detailed construction drawing of the planed structure is required and attached.
NOTE: Drawing must depict structure in relation to house so the Architectural Committee can determine fit, i.e. relative height, length and width of structure to house, position of structure on lot in relation to house and fence.

ATTACHMENTS WILL BE KEPT FOR OUR RECORDS, DO NOT SUBMITT ORIGINALS.

Planned completion date_____

I understand that I must receive approval of the Design Review Committee in order to proceed. I understand that Castle Highlands approval does not constitute approval of the local building department and that I may be required to obtain a building permit. I agree to complete the improvements promptly after receiving approval..

Date:_____ Homeowners Signature_____

COMMITTEE ACTION:

Date_____

_____ The request is approved as submitted

_____ The request is approved subject to_____

_____ Disapproved for the following reasons_____