

ROXBOROUGH VILLAGE FILING 16-A DESIGN REVIEW REQUEST

Please submit Home Improvement request to:
ROXBOROUGH VILLAGE FILING 16-A HOMEOWNERS ASSOCIATION
c/o KC & Associates, LLC - P.O. Box 270487 - Littleton, CO 80127-0009

NAME _____ DATE: _____ PHONE _____
ADDRESS _____ FAX _____ EMAIL _____

PAINTING* LANDSCAPING ROOFING OTHER (please specify) _____

- You must submit paint sample(s) even if you are repainting with the same color(s).

Description of Project (Please attach a separate sheet if more room is necessary):

PLANNED START DATE: _____ COMPLETION DATE: _____
(Extensions to this time frame need to be in writing and approved by the ACC Committee.)

Plans, illustrations, or other clarifications (e.g.: original paint samples, photographs, manufacturer brochures, material samples, etc.) as applicable, MUST accompany this submittal. Paint colors need to be on a 8 1/2" X 11 Paint sample.

*** PLEASE NOTE ***

PLEASE DO NOT START ANY WORK PRIOR TO RECEIVING FULL APPROVAL OF ALL SUBMITTED IMPROVEMENTS!

Also, when planning dates and times for contractors, painters, etc., please allow up to 30 days for the Design Review Committee to review your application. You will receive a written response to your submittal. This submittal is good for six months Or one growing season for landscaping improvements and one year for all other improvements from date of approval.

I understand and agree to comply with the above conditions.

Homeowner Signature _____

ACTION TAKEN:

APPROVED as submitted APPROVED with the following conditions DISAPPROVED reason for disapproval MORE INFORMATION NEEDED

Signatures Of ACC Member(s): _____ Date: _____
and/or Board Member _____ Date: _____

FOR OFFICE USE ONLY:

Received by Management Company _____
Received by ACC _____ Date Referred to Board (when applicable) _____
Date Returned to Management Company _____ Homeowner Notified _____