

**Countryplace Estates HOA
Architecture and Landscape Request**

The purpose of this form is to allow the approval process on home and site improvements submitted to the Architectural Control Committee (ACC). The committee suggests that you review your Covenants and familiarize yourself with conditions and restrictions set forth, as they may apply to your home. Please complete this form and submit with your plans or drawings. Form can be emailed to info@highplainshoa.com or mailed to PO Box 898, Clifton, CO 81520.

Homeowner Name: _____ Phone: _____

Address: _____

Type of Project: _____

Project Information Required for Submittal

Structures:

- _____ Date on Drawing
- _____ A plot plan or drawing with appropriate dimensions/scale of structure
- _____ Setback distances (check with the City Planning Department for property setback requirements)
- _____ Description of materials to be used (Provide color samples paint, siding, brick, stucco, shingles):

- _____ Proposed starting date of construction: _____

Additional Comments: _____

Fences/Landscaping:

- _____ Submit drawing with heights and location of fence/landscaping on property.
- _____ Types of materials to be uses:

Changing Colors: (Approval needed by ACC only if you are changing the color of your home. Allow at least 5 days for approval.)

- _____ Paint chip (minimum 2 square inches)
- _____ Date paint chip received by ACC member.

Note: to seek approval for all structural improvements, this completed form and plans must be submitted to Management Company. The committee has up to 15 days to approve or disapprove plans/drawings/requests. Further submittal may be necessary for approval of City Building/Planning Departments to assure that permits are issued, and proper codes and regulations are met by homeowner.

Homeowner Signature: _____ **Date:** _____

Approved: _____ **Yes** _____ **No**

Architectural Control Committee Member Signature: _____

Date: _____