

# PROJECT SUBMISSION FORM

Cobblestone Village Homeowners Association - Architectural Review Committee  
Submit to Community Management Specialists (CMS) (P) 720-377-0100 (F) 720-377-0111

In accordance with the "Declaration of Covenants, Conditions and Restrictions of Cobblestone Village Homeowners Association", I/we hereby apply for written consent to make the following exterior alterations or improvements to my/our home:

## FOR OFFICE USE ON

Date Received: \_\_\_\_\_  
Date sent to Committee: \_\_\_\_\_  
Date Rcvd Fm Committee: \_\_\_\_\_

Owner(s) Name: \_\_\_\_\_

\*Please allow the committee/board 45 days to review. You will receive a written response to your submittal.

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

### APPLICATION FOR THE FOLLOWING IMPROVEMENTS (attach additional documentation as needed):

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Doors (Storm/Entry/Garage)     | <input type="checkbox"/> Air Conditioning/Swamp Cooler | <input type="checkbox"/> Landscaping Revisions     |
| <input type="checkbox"/> Windows (Storm, Sliding doors) | <input type="checkbox"/> Patio Cover/PatioDeck         | <input type="checkbox"/> Satellite Dish / Antennas |
| <input type="checkbox"/> Lighting                       | <input type="checkbox"/> Other: _____                  |  |

**Describe improvement** (Please describe in detail the work, the location, and type of materials used. If appropriate, you may provide pictures and/or drawings of the proposed improvement. Manufacturer's information and brochures can also be attached.)

Proposed Starting Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

Note: It is your responsibility to comply with the Declaration of Covenants for the Association.

**DO NOT START YOUR PROJECT PRIOR TO RECEIVING APPROVAL OF YOUR APPLICATION.**

If the application is approved, I/we fully understand that the approval is only for what I/we have indicated above. Approval will be granted only upon the facts as presented. Approvals are for conformity to good design standards only. The Committee and the Association do not take responsibility for building permits, engineering, water flow, and/or other areas requiring professional or technical advice or approval.

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Application must be signed and dated to be considered.

### Disclaimer (Signature on this portion of the application form, must be included in order for the Committee to process your request)

Homeowner agrees by making this application that all maintenance and repair of the improvement is the homeowner's responsibility. Central air conditioning units will be maintained and serviced per the manufacturer's instructions so as not to create undue hazard and/or noise pollution to surrounding units. Owners installing storm doors acknowledge that the exterior trim of the door could be damaged when exposed to the heat generated by the glass or screen of storm door, thus voiding the warranty on the door. It is the owner's responsibility to restore the door to replace or restore the door to its original condition if any damage is done. In addition, any necessary repairs caused by damage to the common area or the building exterior caused by the installation of said improvement will be the homeowner's responsibility. In addition, any damage to the building or common area caused by poor maintenance of this improvement will be my responsibility as the owner. This disclaimer and the responsibilities stated herein will extend to future owners of the this unit.

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Committee Action:

- Approved as submitted
- Approved subject to the following requirements:
- \_\_\_\_\_
- Disapproved for the following reasons:
- \_\_\_\_\_

Committee Chairman Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If the requested improvement is not approved by the Architectural Review Committee, the application can be revised and resubmitted again, or an appeal can be made to the Association's Board of Directors. \*Please make sure form is complete before submitting