

Chapparral Architectural Control Committee Request Form

Overview:

This is an example ACC request for installing a new roof. It will give you a good understanding of what the ACC is expecting to review. Please note that since every request is unique, there may be additional information requested that is not included in this example.

Please see the 'Roofing Policy' on Chapparral website to understand what is allowed.

<https://chapparralhoa.wildapricot.org/Governing-Documents-&-Policies>

Expect that the ACC will likely request a sample shingle to review that will be returned once request is approved. Including a few photos of your home also helps ACC confirm the roof color complements the home paint palette. Finally, if you have an outbuilding such as a shed or garage, make sure your plan includes installing new roof for consistency.

Once the project is complete, please submit a few photos of the completed project to the ACC for historical purposes.

If you have questions, feel free to contact ACC for help/advice/etc.

Thank You!

Chapparral Architectural Control Committee

Request Form

Instructions: Complete contact information, check requests that apply, and provide required details as specified on page 2. Submit with additional pages/files to describe your project in one package to the ACC Chairman in person or via email chapparralacc@gmail.com. NOTE: Submission of your request to anyone other than the ACC Chairman does not constitute a valid submission. If submitted via email, you will receive a confirmation of receipt. If you do not receive a response to your request within 30 days, your submission is deemed approved.

Homeowner Name(s): Bob and Nora Jones Date: Dec 25, 2019

Address: 8550 S. Chapparral Circle East

City, State, Zip: Centennial, CO 80016

Phone: 303-540-1111 Email Address: bobjones@yahoo.com

Proposed Start Date: Jan 5, 2019 Proposed Finish Date: Jan 30, 2019

REQUEST TYPE

(check request type and provide detailed description)

	FENCE	X	ROOFING
	PAINTING		WINDOW REPLACEMENT
	PATIO COVER		GARAGE ADDITION
	ROOM ADDITION		RECREATION (SPORT COURT, PLAYSET)
	LANDSCAPING		DECK/PATIO
	SOLAR PANELS		OUTSIDE LIGHTING
	STORAGE SHED		DRIVEWAY
	OTHER		

Detailed Description (refer to following page for details required per request type and attached additional pages/files as necessary):

Replace wooden shake shingles (original when house was built) with new tile shingles.

Manufacturer: Boral

Product: Saxony Slate - <https://www.boralroof.com/product-profile/concrete/saxony-shake/>

Color: Western Trail

NOTE: We do not have an outbuilding on our property.

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Current home:



b

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Request Form

REQUIRED INFORMATION PER REQUEST TYPE

Request Type	Details to Provide
DECK/PATIO	Provide colors, material type, and brand with website link, topographical location drawing, design drawings, and photos of area.
DRIVEWAY	Provide topographical drawing (if different then original location), color, material type and pattern name if other than standard concrete or asphalt and photos of the area
FENCE	Provide fence and material type, topographical location drawing with proposed fence including the distance from all property lines, and photos of area.
GARAGE ADDITION	Provide topographical location drawing including the distance from all property lines, design drawings, material type, colors, and roofing (color name, material type, and brand with website links) and photos of proposed location. NOTE: materials, colors, roof must match house
LANDSCAPING	Provide topographical location drawing, design drawings with scrub, rock, etc. details, and photos of area.
OTHER	Provide colors, material types and topographical location or street drawing and photos of area.
OUTSIDE LIGHTING	Provide lighting design and elevation drawing showing proposed light positions and illuminations and photos of area.
PAINTING	Provide paint color names and sheen with website links, photos of your home and adjacent homes. NOTE: if changing colors, existing outbuilding should also be included in your request
PATIO COVER	Provide design drawings, material type, colors and roofing (color name, material type, and brand with website links) and photos of current patio. NOTE: materials, colors, roof must match house
RECREATION (SPORT COURT, PLAYSET, PUTTING GREEN, ETC)	Provide item name and brand with website link, topographical location drawing with proposed addition, including the distance from all property lines, and photos of area.
ROOFING (also refer to HOA policy on Chapparral website)	Provide roof color name, material type, and brand with website link, current house paint colors with website links, and photo of your home. NOTES: tile, concrete or steel coated roof is recommended; existing outbuilding should also be included in your request to receive the new roof
ROOM ADDITION	Provide topographical location drawing including the distance from all property lines, design drawings, material type, colors, and roofing (color name, material type, and brand with website links) and photos of proposed location. NOTE: materials, colors, roof must match house.
SOLAR PANELS	Follow instructions included in HOA policy on Chapparral website
WINDOW REPLACEMENT	Provide window brand, type, and color with website links, and photos of windows to be replaced.
STORAGE SHED	Provide topographical location drawing including the distance from all property lines, design drawings and size, material type, colors, and roofing (color name, material type, and brand with website links) and photos of proposed location. NOTE: materials, colors, roof must match house.

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Request Form

By submitting this request, the homeowner acknowledges that they have read and agreed to the following provisions:

1. Homeowner understands and agrees that no work described herein shall commence until written approval from the ACC has been received.
2. Homeowner represents and warrants that the requested change(s) conform to the community design and that the requested changes shall be made in conformance with Chapparral covenants.
3. Homeowner agrees to comply with all codes, rules, regulations, ordinances, laws, and other requirements of any legally constituted public authority having jurisdiction over the property and agrees to do so solely at their own expense.
4. In instances where conditional approval is granted, the homeowner is bound by, and agrees to follow the written stipulations or conditions set forth by the ACC.
5. Homeowner agrees to complete work by the completion date, or by a reasonable date established by the ACC.
6. Homeowner understands that approved request needs to be done within one calendar year from the date of approval by the ACC unless extended by the ACC due to unusual circumstances or delays beyond the homeowner's control.
7. Homeowner may be responsible for any extraordinary costs that are incurred by the ACC as a result of processing your request.
8. Homeowner will inquire with Centennial and Arapahoe County government agencies regarding required permits before starting any work on property involving new construction, alterations, or additions.
9. APPROVAL OF ANY STRUCTURE OF ARCHITECTURAL CHANGE BY THE ACC IS IN NO WAY A CERTIFICATION THAT THE STRUCTURE FOR ARCHITECTURAL CHANGE HAS BEEN BUILT IN ACCORDANCE WITH GOVERNMENTAL RULE OR REGULATION OR THAT THE STRUCTURE COMPLIES WITH SOUND BUILDING PRACTICE OR DESIGN.