

Chapparal 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 chapparalacc@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. ACC may require site visits to discuss/review project with homeowner.

Homeowner Name(s): _____ Date: _____

Address: _____

City, State, Zip: _____

Phone: _____ Email Address: _____

Proposed Start Date: _____ Proposed Finish Date: _____

REQUEST TYPE

(check request type and provide detailed description)

BOLD = please reference ACC request example on website prior to completing the form

	FENCE		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):

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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 (also refer to HOA policy on Chapparral website)	Provide fence and material type including proposed gate(s), 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 and water is not allowed if detached structure
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 (POOL, 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. NOTE: 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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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 completed within one (1) 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.