

NORTHGATE HIGHLANDS HOA

PO Box 62519 Colorado Springs, CO 80962-2519
(866) 984-6464

Architectural Request Form

For Official Use Only
Date Received HOA

Homeowner Name(s): _____.

Address: _____ Home Phone: _____ Work Phone: _____.

My request involves the following type of improvement:

____ Painting ____ Deck/Patio Slab ____ Roofing ____ Drive/Walk Addition
____ Landscaping ____ Patio Cover ____ Fencing ____ Basketball Backboard
____ Room Addition ____ Other: _____.

Describe Improvement:

Planned Completion Date: _____.

I understand that I must receive approval of the Design Advisory Committee (DAC) in order to proceed. I understand that DAC approval does not constitute approval of the local building department and that I may be required to obtain a building permit. I agree to complete improvements promptly after receiving approval. I hereby authorize the DAC to enter onto my property for exterior inspection at a mutually agreed upon time.

Date: _____ Homeowner Signature: _____.

Neighboring Property - Owner Acknowledgment and Approval

My signature on this form indicates that I have seen the plans for my neighbors proposed improvement. Adjacent property owner's initials or refusal to initial the plans does not and will not indicate approval or disapproval of a project, but only that they are aware of the scope and concept of the project.

Name (printed)	Signature/Date	Address
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DAC ACTION

____ Approved as Submitted Completion required by: _____.

____ Approved subject to the following requirements: Completion required by: _____.

____ Disapproved for the following reasons:

DAC Signature: _____ DAC Signature: _____ Date: _____.