

KITCHEL LAKE

Serratoga Falls Metropolitan District #1
Application for Modifications or Improvements

(District use) Received on: _____

A. General Information:

Owner(s): _____
 Property Address: _____
 Email Address: _____ Phone Number: _____

B. My request involves the following type of improvement:

- | | |
|---|--|
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Storage shed |
| <input type="checkbox"/> Fencing | <input type="checkbox"/> Deck / Patio / Slab |
| <input type="checkbox"/> Drive / Walk addition or improvement | <input type="checkbox"/> Roofing |
| <input type="checkbox"/> Basketball backboard / pole | <input type="checkbox"/> Patio Cover / Awning / Pergola |
| <input type="checkbox"/> Storm doors | <input type="checkbox"/> Painting (please see Section D) |
| <input type="checkbox"/> Room addition | <input type="checkbox"/> Other _____ |

C. Description of work (include materials, kind, exterior color(s), & location of improvement)

D. Paint form for exterior paint (if applicable)

Please include a sample of the requested paint colors and fill out the below box indicating the color name and code that you are requesting for each area to be painted. Home exterior paint does not need approval for original home colors.

Base / Body	
Trim	
Front Door	
Accent or Garage	

E. Contractor Company & Representative Name, if any:

F. Attachments:

- | | |
|---|---|
| <input type="checkbox"/> Color sample / description | <input type="checkbox"/> Plot plan |
| <input type="checkbox"/> Specifications (e.g. brochure) | <input type="checkbox"/> Elevation drawings |
| <input type="checkbox"/> Construction plans | <input type="checkbox"/> Architectural drawings |
| <input type="checkbox"/> Photographs | <input type="checkbox"/> Sample of materials |
| <input type="checkbox"/> Other _____ | |

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I understand that I must receive the written approval of the Architectural Control Committee (ACC) in order to proceed. I understand that the District may request additional information prior to reviewing this request. ACC approval does not constitute approval of the local building or zoning department, drainage design, structural or engineering safety and/or soundness. I understand that I may be required to obtain building or other permits prior to the commencement of any work. I agree that my failure to obtain required building or other permits/approvals will result in the withdrawal of ACC approval.

I further agree that the ACC is only reviewing this application in respect to compliance with the District’s governing documents and I am fully responsible for any and all additional approvals, costs, fees. In regards to improvements made within any easements; I fully understand that I am responsible for any damages caused to existing infrastructure within the easement, and any future costs or implications associated with future use of the easement, including any replacement costs of my installed improvements caused by another’s use and product placement within the easement.

I further agree not to alter existing drainage patterns on the Lot without the express approval in writing by the Board or ACC. I will not damage or alter District property at any time, and resulting damages may be repaired by the District and my responsibility to pay. Upon completion of my improvement, I hereby authorize the ACC or its delegate to enter onto my property for exterior inspection at a mutually agreed upon time, if requested. I agree that my refusal to allow inspection may result in the withdrawal of ACC approval.

I further agree that if, at any time during the process, the ACC requests to enter onto the Lot or requests further information to determine if the improvement is being constructed in accordance with the approval plan and/or Covenants, I will comply with the request. I agree that my failure to comply with the request shall result in the withdrawal of ACC approval. In addition, I agree that my failure to start or complete the Improvement within the time specified on the application shall result in withdrawal of ACC approval unless an extension is requested in writing and approved in writing.

Fee and Deposit Schedule

Improvement Type	Review Fee Non-Refundable	Damage Deposit 100% Refundable	Total Due	Mark Selection
Minor Exterior Changes: Radon, Solar, New Door Paint, Existing Color Repaint	\$25.00	\$0.00	\$25.00	
Paint Change and/or Minor Landscaping: Flower Beds, Fountains, Fencing	\$50.00	\$100.00	\$150.00	
New Structures: Sheds, Play Equipment, Driveways	\$100.00	\$500.00	\$600.00	
Major Improvements: Rear Yards, Pools, New Roof or Siding	\$150.00	\$2500.00	\$2,650.00	

ACC to make final determination on improvement type category and will not issue any approvals until the account is paid in full.

Planned start date: _____ Planned completion date: _____

Homeowner Signature

Date

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Architectural Control Committee Only

Approval Status

The ACC / Board of Directors, having reviewed the submission above, hereby finds that the request is:

- Approved as submitted.
- Approved with the following provisions and/or subject to District's governing documents: _____

Must be completed by: _____

Further information is requested: _____

Denied for the reason(s) stated below:

Improvement does not comply with governing documents: _____

Improvement is not reasonably suited for the lot.

Not an approved exterior paint color

Other reason: _____

ACC / Board Member / Authorized Representative

Date

Post Installation Review

Inspected By: _____ Date: _____

- Installation matches approval and community guidelines
- Installation does not match or meet community guidelines, see below:

No damage to District property from installation, refund of deposit issued via check # _____

Damage caused to District property from installation. See below.

\$ _____ to be held from deposit. \$ _____ remaining due from Homeowner.

