

# THE SHORES HOMEOWNERS ASSOCIATION 1

## Application for Architectural Alterations and Modifications (ONE TIME USE ONLY)

(All sections must be completed)

*(Please Print)*

Homeowner Name: \_\_\_\_\_ Date Submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address of Unit: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

Work Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Cellular Telephone: \_\_\_\_\_

Return Mailing Address: \_\_\_\_\_

(If Different from Address of Unit)

Please return this application to The Shores Homeowners Association 1, Inc., c/o Weststar Management, 6795 E. Tennessee Ave., Suite 601, Denver, CO 80224

In accordance with The Shores Homeowners Association 1, Inc. Declaration and the Association's Rules and Regulations, I request your consent to make the following changes, alterations, renovations, additions and/or removals to my unit or limited common area:

**Please give a brief description of the nature of the change, alteration, renovation, addition or removal:**

\_\_\_\_\_  
\_\_\_\_\_

Color (If applicable): \_\_\_\_\_

Location (If applicable): \_\_\_\_\_

Dimensions: Depth and Width (If applicable): \_\_\_\_\_

Height (If applicable): \_\_\_\_\_

Construction Material/s (If applicable): \_\_\_\_\_

Contractor Name (If applicable): \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

***A copy of the construction plans, architectural drawings, elevation drawings, specifications, sample colors, sample materials, photographs, landscaping plans, grading plans, a plot plan and/or a detailed drawing of the planned modifications must be attached to this application.***

Is this an amendment to a previous request? Yes  No

If yes, approximate date of previous request: \_\_\_\_/\_\_\_\_/\_\_\_\_

I understand that under the Declaration and the Rules and Regulations, the Architectural Control Committee or Board of Directors will act on this request and provide me with a written response of their decision. I further understand and agree to the following provisions:

1. No work or commitment of work will be made by me until I have received written approval from the Association.
2. All work will be done at my expense and all future upkeep will remain at my expense.
3. I agree to pay a Restrictive Covenant Agreement fee, if applicable, to have the changes, alterations, renovations, additions and/or removals to my unit properly recorded with Arapahoe County.
4. All work will be done expeditiously once commenced and will be done in a good workman-like manner by a contractor or myself.
5. All work will be performed at a time and in a manner to minimize interference and inconvenience to other Unit owners and/or residents. If the approved work requires additional repairs, improvement or replacement of any item maintained by the Association, the Owner will be responsible for the cost of the additional work unless the Association is notified, and agrees in writing to perform the additional work.
6. I assume all liability and will be responsible for all damage and/or injury, which may result from the performance of this work.
7. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
8. I will be responsible for complying with, and will comply with, all federal, state, county and local laws, codes, regulations, and requirements in connection with this work, and I will obtain any necessary governmental permits and approvals for the work. I understand and agree that The Shores Homeowners Association 1, Inc., its Board of Directors, its agents and the Architectural Control Committee have no responsibility with respect to such compliance and that the Board of Directors or its designated committee's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications or work ensure structural safety or engineering soundness or that they comply with any law, code, regulation or government requirement.
9. I will be responsible for complying with, and will comply with, the Covenants, Rules and Regulations, the Architectural Standards Rules and Regulations and any other restrictions of The Shores Homeowners Association 1, Inc.

10. I will not discard or permit to be discarded, any construction material or debris in connection with the work being completed, anywhere on The Shores property. I further agree to pay for the removal of any construction material or debris left anywhere on The Shores property by all persons, agents, contractors, and employees with any connection to the work being completed.

11. I understand that the decision by the Architectural Control Committee is not final unless that committee is also the Board of Directors. I also understand that I may submit additional applications for the same changes, alterations, renovations, additions and/or removals to my unit with the changes made for which the previous application was denied.

12. Upon completion, I agree to promptly notify in writing and authorize the Association manager and/or the Board of Directors or Architectural Control Committee to enter onto my property for inspection at a mutually agreed upon time. If I fail to notify the Association manager and/or the Board of Directors or Architectural Control Committee within thirty (30) days of completion or I refuse to allow inspection of the change, alteration, renovation, addition, or removal, I understand and agree that approval shall be withdrawn. I further understand that the Association may request additional information prior to either reviewing or approving this request.

14. If approved at the next Board of Director’s meeting, the work would start on or about \_\_\_\_/\_\_\_\_/\_\_\_\_ and would be completed by \_\_\_\_/\_\_\_\_/\_\_\_\_.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Homeowner’s signature)

***Please Note: Review the Architectural Standards section of the Rules and Regulations before completing this application. It will assist you in determining the standards that must be met to receive approval for the request. To prevent unnecessary delays, please include as much information as possible with this application including: drawings, blueprints, brochures, pamphlets and any other items that will show or describe the design, material, color, height and dimensions of the modification being requested.***

***Please do not write in the space below - - For The Shores HOA official use only.***

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date Reviewed: \_\_\_\_/\_\_\_\_/\_\_\_\_

Board Disapproved: \_\_\_\_\_

Board Approved: \_\_\_\_\_

Reason/s Disapproved: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date approval / disapproval sent to homeowner: \_\_\_\_/\_\_\_\_/\_\_\_\_