

Buffalo Ridge Estates – Fort Lupton, CO

APPLICATION FOR ARCHITECTURAL MODIFICATION, CONSTRUCTION & IMPROVEMENTS

Mail to: Buffalo Ridge HOA ARC
P.O. Box 558
Fort Lupton, CO 80621

or hand deliver to: Buffalo Ridge ARC
4561 Meadowlark Road
Fort Lupton, CO 80621

Date

Name(s) and mailing address of property owner:

Property address to be modified (if different from mailing address)

Home Phone

Work Phone

Email

Estimated start date

Estimated completion date

In the space below, please provide a detailed description of the changes/additions you are proposing, attaching additional paper if necessary. Please remember to include a description of the type of materials to be used as well.

We also ask that you attach a drawing or sketch of the proposed modification. Please show the location of the changes using a scale drawing, or by marking a copy of the plot plan for your lot. If the change involves a color modification, attach a sample of the paint color and note the name and/or model # of the paint or stain.

(continued on next page)

ACKNOWLEDGMENTS:

1. I understand and agree that no work on this request shall commence until written approval of the Architectural Review Board has been received.
2. I understand that my property is subject to zoning and building codes as determined by Weld County, Colorado. Information on residential building permits, fees, and required forms can be found at www.co.weld.co.us or by calling 970-353-6100 x3540.
3. **I understand that Weld County will not issue building permits unless this document is presented later to the County as follows: marked as *approved*, signed by the HOA, and bearing the mark of the HOA Seal.**
4. I understand that any construction or exterior alteration undertaken by me or on my behalf before approval of this application (and without a County issued building permit, where applicable) is not allowed. In some cases, at either the direction of the Buffalo Ridge HOA or Weld County, I may be required to return the property to it former condition at **my own expense**.
5. I understand that members of the Architectural Review Board may make arrangements with me at a reasonable time to inspect the proposed project, the project in progress, and the completed project.
6. I understand that any approval is contingent upon construction or alterations being completed with good craftsmanship.
7. This application will be acted upon as soon as possible. A decision by the Architectural Review Board is required on all applications within 30 days of receipt of the completed form and necessary attachments.
8. The decision will be rendered in writing by the Architectural Review Board and documents associated with approved applications will be maintained on file by the Buffalo Ridge HOA.
9. Any approval granted by this application will be revoked automatically if the requested projects and/or modifications have not commenced within 180 days of the approval date and/or completed by the date specified by the panel, unless a written extension has been obtained from the ARC.
10. The Buffalo Ridge HOA Architectural Review Committee reserves the right to notify your neighbors of your proposed plans. Contacting your neighbors only indicates *awareness* to them of your intentions, not approval.
11. Any concerns about an application should be brought to the attention of the Architectural Review Committee.

By signing below, I have read the ACKNOWLEDGMENTS above, and have also read a copy of the Buffalo Ridge Estates Architectural Review Guidelines. I also understand that approval does not relieve me of the responsibility for obtaining all necessary Building Permits, Variances, and/or observing all local zoning ordinances. If approved by the Buffalo Ridge HOA Architectural Review Committee, I agree to make the changes per the terms and conditions as specified in the approval. Permission is granted to duly authorized representatives of the Board to enter my property to determine that work is being performed in conformity with the approved plans, if necessary.

Signature of property owner: _____

Date: _____

Printed name of property owner: _____

Notice to Weld County: Permits may be granted for projects approved herein so long as this document is: (1) marked below as *approved*, (2) signed by the HOA, and (3) has the HOA seal.

<u>FOR USE BY ARCHITECTURAL REVIEW COMMITTEE</u>	
Architectural Review Committee Comments:	Date Application Received: _____
	HOA Seal (if approved):
Decision:	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/> APPROVED WITH CHANGES <input type="checkbox"/> APPLICATION RETURNED TO PROPERTY OWNER FOR MORE INFORMATION and/or DETAILS
Signature:	_____ ARC Committee Chair or HOA Board member Date