

# Design Review Request Form

**Homeowner** (Must be in Title) \_\_\_\_\_ **Address** \_\_\_\_\_

**Lot#** \_\_\_\_\_ **Lakewood, Co 80226** **Phone** \_\_\_\_\_ **Alt. Phone** \_\_\_\_\_

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**Describe Improvement:** Estimated Start Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_  
(Use additional pages if necessary. Improvement plans should be attached to this form.)

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By my signature below, I agree to abide by the written response of the Association's Design Review Committee regarding this request as well as the CCR's and all the covenants as found on the HOA website, which I acknowledge having read. No verbal agreements shall apply. I also understand that approval by the Design Review Committee does not constitute approval by the local building department. I agree to submit the same plans for my improvement to the City of Lakewood Permits and agree to follow their requirements for permits, engineering drawings or written waivers for easement encroachments before I begin work. Failure to do so may require removal of the improvement at my expense. I will not alter or make changes to the project without submitting an addendum for those changes to the Committee for review and response in advance. All work will be completed within the timeframe as submitted to the Design Review Committee. Failure to complete work within 15 days of the stated Completion Date will require an extension approved by the Committee. I agree to allow the Design Review Committee to perform a final inspection of the finished project and to evaluate my compliance with the Committee's written approval.

**Homeowner Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**For Design Review Committee Use Only:**

Members Involved 1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ (3<sup>rd</sup> person's signature in certain situations)

A. Date improvement approved as submitted \_\_\_\_\_

B. Improvement subject to the following requirements: (Add email to explain the requirements)

C. Declined for the following reasons: (Add email to explain the reasons)

D. Date of 1<sup>st</sup> email \_\_\_\_\_ from \_\_\_\_\_, after receiving Request.

E. Date of visit to the site of improvement \_\_\_\_\_ Two people involved \_\_\_\_\_, \_\_\_\_\_

F. Date of Final email and inspection: \_\_\_\_\_ Copy of this Request/Improvement will be returned to the

Homeowner by Design Review Committee member \_\_\_\_\_ at completion.