

ARCHITECTURAL IMPROVEMENT REQUEST

Name: _____ Address: _____

Home phone: _____ Work Phone: _____ E-mail: _____

Type of improvement requested: Landscaping Structural Other

Please give a brief description of the project in the space below. For landscaping, attach a scale drawing of your yard with proposed changes or additions. For structural improvements, attach a construction drawing and any other information that may help the committee make a decision.

Please submit two copies.

I hereby agree that I must receive approval from the Architectural Control Committee (ACC) in order to begin a project. I understand that ACC approval does not constitute approval of the engineering, drainage or soundness of the proposed project. I will supply a building permit from the City of Louisville when my project requires one. I will supply evidence that a permit is not required if requested by the ACC.

Signature of homeowner(s): _____ Date: _____

ACC Decision: (approval expires one year from date).

Approved

Approved subject to the following conditions:

Not approved because:

Reviewed by ACC: _____ Date: _____

_____ Date: _____

_____ Date: _____

Frequently Asked Questions

Q: Do I really need to get approval for my project?

A: Most of the changes you make to the exterior of your house or your landscaping will require approval. You can check the architectural guidelines for minor exceptions, but the best way to proceed is to ask the ACC whether approval is required. Completing a project without prior approval can have serious consequences.

Q: Are there any resources I can utilize in planning my project?

A: The city of Louisville is an excellent source. They have information on decks, sun rooms, additions, basements, and irrigation, to name just a few. Call the Building Department to see what they have, stop by their office in city hall, or contact their web site at www.ci.louisville.co.us.

Q: How long will it take to get a response from the ACC?

A: The ACC always gives prompt attention to requests. Some may be approved in a few days, others may take longer depending on the complexity, the need to gather additional background information, revisions required after the initial request, and other factors. To be sure your project is not delayed, you should submit a request at least two weeks prior to your starting date.

Q: How do I get in touch with the ACC?

A: You can mail your forms to the ACC at P.O. Box 270233, Louisville, CO 80027, or you can return them to a member of the committee.