

**KNOLLS MASTER ASSOCIATION
ARCHITECTURAL AND LANDSCAPE REQUEST**

This form is to allow for the approval process of exterior home and landscaping improvement(s). It shall be submitted to the Architectural Control Committee (ACC) **prior** to beginning your home improvement(s). Please review the Covenants, Conditions and Restrictions (CCRs), and the Architectural Control Policy. The Form, CCRs and Policies are located on the website www.knollsmasterhoa.com. Please return form to: CIC Management Solutions, LLC, P.O. Box 2750, Grand Junction, CO 81502 or you may scan the ACC form to info@cic-hoa.com.

****THIS FORM MUST BE APPROVED AND RETURNED TO HOMEOWNER PRIOR TO HOMEOWNER BEGINNING THE PROPOSED PROJECT(S).**

****THE ACC COMMITTEE HAS UP TO 20 DAYS TO APPROVE OR DISAPPROVE THE PLANS/DRAWING/REQUESTS.**

****HOMEOWNER IS SOLELY RESPONSIBLE FOR ANY NECESSARY PERMITS AND FOLOWING CODES AND REGULATIONS.**

DATE OF SUBMISSION: _____

Homeowner Name: _____ Phone: _____ Address: _____

Type of Project(s): _____ Proposed starting date: _____

PROJECT INFORMATION REQUIRED FOR SUBMITTAL

Structures: Driveways, concrete changes (new or replacement), sheds, any exterior home changes.

___ Please provide a drawing of your project(s).

___ A plot plan or drawing with appropriate dimensions/scale of structure (i.e. sheds, etc.)

___ Setback distances (check with City Planning Department for proper setback requirement(s)).

___ Description of materials to be used: _____

FENCES AND LANDSCAPING:

****Paint Color for exterior fences is: Sherwin Williams "Monument Fence". This is the only option for color.**

___ Drawing(s) with description and location of proposed **landscaping** changes.

___ Description of landscaping material(s) to be used: _____

CHANGING HOUSE COLORS (no approval needed if NOT changing the color):

___ **ALL** Exterior house painting (including trim and gutters) and sheds and any structures require approval.

___ Paint chip sample (minimum 2 square inch), must be submitted to ACC. Paint colors may look different than the small swatch therefore a committee member may request the owner to paint a swatch of 3 feet by 3 feet on the wall and also a painted area on the trim. A committee member will contact you to arrange a viewing once the paint is on the wall and/or on the trim. Sherwin Williams "Agreeable Grey" or any color of similar shade value will NOT be accepted. (On a scale of white to black the shade value must be a 3 or more. Consult your paint source professional.)

___ Date the paint chip sample received by the ACC member: _____

I have read and understand the conditions and regulations of the ACC set forth in the CCRs) and the Architectural Control Policy for the Knolls and Ravenna Hills HOA. I further understand that up to 20 days may be required for approval once the plans/drawings/requests are submitted.

Homeowner Signature: _____ Date: _____

APPROVAL FROM ACC: YES _____ NO _____

Signatures of ACC Committee:

1. _____ Date: _____ 2. _____ Date: _____

Signature of HOA Board member (as needed): _____ Date: _____

(Revised: July 2023)