University Park Homeowners Association
Architectural Change Approval Request

Date _____ Homeowner _____

Address _____

Telephone _____ Email _____

Please submit 2 sets of documents to:

Z & R Property Management, 6015 Lehman Drive, Suite 205, Colorado Springs, CO 80918
Tel: 719-594-0506, Fax: 719-594-0473, Email: Derek@zandrmgmt.com

Required Information:

☐ Site plan. Required for Improvements such as additions, decks, fencing, hot tubs, patio covers, paving changes, play equipment and yard ornaments. This is a drawing or accurate sketch of the relevant portion of the lot, showing existing and proposed Improvements. The site plan must include dimensions describing the size of the proposed Improvement and dimensions to nearby property lines.

☐ Pictures of the area where the Improvement will be located are not mandatory, but may aid the ACC in evaluating a request.

☐ Architectural drawings, sketches or pictures that adequately describe the proposed Improvement. These should include information such as dimensions, material descriptions, manufacturer, colors, etc. Improvements such as additions, decks, fencing and patio covers must include both layout and elevation drawings.

☐ Samples of paint colors, roofing material, decorative stone, etc. as may be needed by the ACC to evaluate a request.

☐ Please provide a short description of the requested Improvement below along with any additional information that may help the ACC evaluate this request or submit this information on a separate document:

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