



Walden Property Owners Association ACC
PO Box 3262
Monument, CO 80132
Email: Info@WaldenPOA.org

ARCHITECTURAL CONTROL COMMITTEE
PROJECT REQUEST FORM

Date: _____ Owner's Name: _____

Property Address: _____ Lot #: _____

Mailing Address: _____

Home Phone: _____ Cell: _____

Email: _____

Please describe the changes or additions for your property on this form. Attach additional sheets if necessary. Attach a copy of the site plan, drawn to scale, showing the exact location on the lot of all proposed improvements. Exact proposed setbacks from lot lines must be delineated and relevant surrounding features should be included. Include a sketch and describe the following information: Styles, materials, dimensions, and colors of proposed change or addition. Request for painting or repainting must include a color sample. Major structural changes should include a copy of the construction plan.

The ACC may take up to 30 days to approve or disapprove submissions and if disapproved, may take an additional 30 days to consider any resubmitted plans. Normally, submissions will be resolved in less time but Owners should plan sufficiently in advance to give the ACC time to thoroughly examine plans, make on-site inspections and make well considered decisions. Should the Architectural Control Committee (ACC) require additional information, you will be notified and your request will be deferred until additional information is received.

Please Describe the Change/Addition Below

(Attach additional sheets along with page 1 and 2 of this form, and mail or email back to Walden ACC. Note: Color charts or samples need to be mailed only)

I have read the Protective Covenants applicable to my home, available at waldenpoa.org, and this proposed change or addition meets the requirements set forth in that document.

Applicant's Name: _____

Applicant's Signature: _____

Request Date: _____ Proposed Start Date _____

Approved: _____ Date: _____

Denied: _____ Date: _____

Rules Applicable to ACC Request

- Request from the owners with delinquent assessment accounts will be denied on the basis of the account delinquency. Once the assessment is in a current status, we will promptly review and act on these requests.
- Homeowner understands and agrees that no work in this request shall commence until written approval by the ACC is received.
- Applicant has responsibility for his or her contractor(s) ongoing removal of any debris resulting from construction/change described in this request.
- All construction must meet zoning, building codes and laws of El Paso County. For further information regarding zoning and for construction specifications (building permits) call Regional Building Dept. 719 327-2880. Further, nothing herein contained shall be construed as a waiver or modification of any such code or law.
- Where applicable, utility easements are to be marked before excavation is started. This service is provided free of charge.
- Putting up a fence, a new driveway, or landscaping that involves any excavating needs to be checked and marked for cable, gas, telephone, sewer, water and electric lines.
- Misrepresentation of any items in this request, either oral or written, may void any approval by the ACC.