

**Design Review Request**

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**Submit to:**

Advance HOA Management, Inc.  
P.O. Box 370390  
Denver, CO 80237  
[clientservices@advancehoa.com](mailto:clientservices@advancehoa.com) (preferred method)  
303-495-5895 fax

**PLEASE PROVIDE ALL THE FOLLOWING ITEMS WITH THIS COMPLETED APPLICATION:**

*DETAILED DRAWING TO SCALE SHOWING PLACEMENT, MATERIALS & DIMENSIONS OF ALL ITEMS TO BE INSTALLED. Incomplete submissions will not be reviewed and will delay the approval of your application.*

**Note that it may take up to 30 days for your application to be processed and approved. \*\***

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home #: \_\_\_\_\_ Cell # \_\_\_\_\_

Painting                       Landscaping                       Deck/Patio/Slab                       Fencing

Other: \_\_\_\_\_

Completion Date: \_\_\_\_\_

**Description of Improvement.** Include diagram, picture, colors, drawing, brochure, types of materials, dimensions or other information that will be helpful to understanding your request.

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I understand that approval of the Association is required in advance to proceed. I also understand that the approval does not constitute approval of the local City/County building departments and that a Building Permit may be required. I agree to complete all proposed improvements promptly after receiving approval. I understand that any change in drainage and elevation must not negatively impact neighboring properties. I understand that any change in drainage and elevation may affect builder warranties and are not the responsibility of the HOA and must contact the builder directly for verification.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

\*\* Approval time period can vary depending on your community. Please refer to your Governing Documents.