**SUNSET RIDGE TOWNHOMES**

Home Improvement Request

[Revised: 012/09/20]

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| **GENERAL—**Name: Unit #: Elk Head Range Road | Phone #: - - (cell or home) Email:  |
| **PROJECT [check only ONE (1)]—**O AwningO Central Air Conditioning SystemO Courtyard GateO Courtyard Screening (of iron grillwork)O Fence ReplacementO Front Entry Door | O Gutters & DownspoutsO Landscape ChangesO Roll-up Garage DoorsO SkylightsO Storm/Screen/Security DoorsO Window ReplacementO Other (attached separate Project Description) |
| **SCHEDULE—**Proposed Start Date: \_/ /  | Anticipated Completion Date: / /  |
| **ACKNOWLEDGMENT—**Homeowner acknowledges that they have reviewed and accept the current Architectural Standard for the desired Home Improvement Project. Architectural Standards are available for download at: http:// [www.sunsetridgetownhouse.com/7.html.](http://www.sunsetridgetownhouse.com/7.html) **It is the Homeowner’s responsibility to submit all documentation required by the standard with this form; to perform work which meets or exceeds the related standard; and, if hiring a Contractor for the desired work, to provide a copy of the related Standard to the Contractor.****DO NOT START WORK PRIOR TO RECEIVING WRITTEN APPROVAL FOR THE REQUESTED****IMPROVEMENT.** The maximum time allowed for completion of the work is 1 year from Date of Approval. |
| **SUBMITTED—**I understand and will comply with the conditions above.Signed: Date: / / HomeownerAfter review of related standard, completion of this form and preparation of required documents, submit complete package to WSPS. Email: randy@wsps.net. Mail: 9145 E Kenyon Ave, #100, Denver, CO 80237. |
| **ACTION TAKEN—** Approved Conditionally Approved\* Disapproved\* [\*See attached conditions/rationale] Signed: Date: / / Board of Directors/Managing AgentProject Reference # (if approved)\*: AR- - - - [\*AR-Unit #-Year-Month-Day] |