

Cherokee Ridge Estates  
Design and Improvement Request Form

Novele Community Management, Inc  
5750 DTC Pkwy Ste 101  
Greenwood Village CO 80111  
Phone - 303.200.0065 Email - Irene@ncmhoa.com

FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_

Date Sent To DRC: \_\_\_\_\_

Date Fee Submitted: \_\_\_\_\_

DRC has 30 days to review request, so please plan accordingly.

Name of Applicant: \_\_\_\_\_

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

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

Description of Proposed Project: (Please provide drawings, color samples, pictures that depict current configuration and proposed improvements/changes.)

Proposed Start Date: \_\_\_\_\_ Planned Completion Date: \_\_\_\_\_

**Compliance Statement:** I, the undersigned, have read and understand the Governing Documents of Cherokee Ridge Estates (CRE) as they relate to this request. I agree not to start any construction or improvement prior to receiving DRC approval and I will complete approved projects within the timeframe specified and according to the plans, specifications, colors and descriptions submitted with this request. I am aware that any variation from the approved request must be submitted to the DRC for approval and failure to do so could result in an order to remove the non-complying item/s or modify it to comply with the approved request. I acknowledge, as the homeowner, it is my responsibility to ensure that myself and/or any contractor I may hire to perform the work, are in compliance with the CRE Design Standards and Procedures that are in place as of the date of this request. I further acknowledge that approval by the DRC of my request does not constitute a certification that said plans meet all the required building and design elements in the CRE Design Standards and Procedures. Any architectural or construction issue that may surface prior to or during the project process that is deemed to be not in compliance with the Design Standards and Procedures is my sole responsibility, as the homeowner, to correct and bring into compliance with the applicable standards. I understand that I am responsible for any damages to CRE common space or roads caused during the requested project. I am also aware that the approval of my request in no way supersedes permits required by the County or any other government agency. Governing Documents can be found at [www.crehoa.org](http://www.crehoa.org).

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

DRC USE ONLY

\_\_\_\_ Approved as Submitted

\_\_\_\_ Approved as Amended Below

Date Received by DRC: \_\_\_\_\_

\_\_\_\_ Disapproved as Noted Below

\_\_\_\_ Deferred to HOA Board

Signed/Date: \_\_\_\_\_

Signed/Date: \_\_\_\_\_