



ARCHITECTURAL CHANGE REQUEST

I acknowledge that I have read the Architectural Control Guidelines for Estes Park and believe that this request meets these guidelines. YES

Please complete items 1-7 below as well as the following Easement & Utility Access Waiver Form.

1. Name _____ Phone # _____

Address _____ Lot # _____

Email address _____

2. Describe in detail the proposed change:

3. Will there be changes or modifications in basic utility services or existing structures to accommodate the proposed change? Please check all applicable:

Electric

Telephone

Gas Water

Sewage

TV Cable

Exterior Walls

Patio Fencing

Patio Slab

Sidewalks

Pavements

Other _____



4. Please list below the major construction materials which will be used in this project. Be as specific as possible. (Exterior materials must conform to those used on the original building or be sufficiently compatible.)

5. Will the proposed project extend beyond your property line?

No Yes

If yes, please provide the name and address of the owner affected by this change request.

Name _____

Address _____

6. If the proposed project is an addition or alternation that would change the structural appearance of your residence, please attach the following information:

Blueprints or working drawings indicating all necessary dimensions and elevations.

If available, a photograph or drawing of a similar completed project.



7. Project schedule:

A. The project will be completed by:

Homeowner

Contractor Name

Both

B. How long will the project take to be completed? _____

C. List any building permits that will be needed: _____

NOTE: A Plot Plan indicating the location and dimensions of the project must be included for any Architectural Change Request. No cell phone photos of plans or forms can be accepted.

All submitted materials remain the property of the Estes Park Homeowners Association. You may wish to make a copy for your personal records.

I HEREBY ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ARCHITECTURAL CONTROL STANDARDS DETAILED IN THE COMMUNITY GOVERNING DOCUMENTS.

Homeowner's Signature _____

Printed Name _____

Date _____



EASEMENT & UTILITY ACCESS WAIVER

(THIS FORM MUST BE COMPLETED AND SIGNED)

This document is an acknowledgment that I, _____ as the owner of the property located at _____ may install an improvement that could possibly extend into an easement or regulated drain. In addition, I understand that it is my responsibility to have all utilities "marked" prior to the installation of any below ground improvements by calling 811 or visiting Indiana811.org.

I accept full responsibility for any cost to remove and/or replace this improvement should the utility, association, or developer require access to the easement or should any agency having jurisdiction determine the improvement is in violation of their regulations.

I understand that, even with committee approval, there is no representation or warranty that the improvement is compliant with town or county standards. The HOA has no authority beyond architectural approval as stated in the HOA Bylaws and DCCR's. The homeowner is responsible for any, and all, government or agency approvals that may be required. Installation without all government approvals is at the homeowner's risk, and the HOA shall not be held responsible/liable for the improvements.

Signed Homeowner _____ Date _____

For the quickest response, please submit the forms, and all supporting documentation to:

Estes Park HOA
PO Box 202
Fortville, IN 46040

or via Email to ARC@EstesParkHOA.com

Please note that work must not begin until written approval is provided. A response is generally received within 15 business days. Lack of response to the request is considered denial. Written approval will be given through the owner portal, or if not submitted on the owner portal, approval will be provided via email.