



FOR OFFICE USE ONLY	
Date Received	_____
Critical Date	_____
Date Sent to ACC	_____
Date Received from ACC	_____
Rep	_____

Please Return To:

The Pointe Homeowners' Association

Touchstone Property Mgmt LLC
 2850 McClelland Drive, Suite 1000
 Fort Collins, CO 80525-2576
 Phone: (970) 223-5000, (866) 834-8715 Fax: (970) 223-5282

ARCHITECTURAL CONTROL COMMITTEE (ACC) IMPROVEMENT REQUEST

Name: _____ Filing: _____ Block: _____ Lot: _____

Address: _____ Home Phone: _____

City: _____ State: _____ Zip: _____ Work Phone: _____

Mailing address if different than proposed improvement(s) _____

My request involves the following type of improvement:

- Painting Deck/Patio Slab Roofing Drive/Walk Addition
- Landscaping Patio Cover Room Addition Basketball Backboard
- Fencing Other _____

Describe Improvements: (Include paint chips, building materials, landscape plans, fence layout, and other plans or brochures for patios, decks, structures, or sheds.) _____

Planned Completion Date: _____

I understand that I must receive approval of the Architectural Control Committee in order to proceed. I understand that ACC approval does not constitute approval of the local building department and that I may be required to obtain a building permit. I agree to complete improvements promptly after receiving approval. I have read and understand the instruction sheet and will comply. I also understand that I shall maintain proper drainage away from my foundation and not impede proper drainage swales on my lot when installing landscape or building improvements. Upon the completion of my improvement, I hereby authorize the Architectural Committee and Management to enter onto my property for exterior inspection at a mutually agreed upon time.

Date: _____ Homeowners Signature: _____

THIS APPROVAL DOES NOT APPLY TO DRAINAGE FROM YOUR LOT OR NEIGHBORING LOTS. QUALIFIED INDIVIDUALS SHOULD MAKE CAREFUL STUDY PERTAINING TO THE PROPER DRAINAGE OF BOTH IRRIGATION AND STORM DRAINAGE OF YOUR LOT AND YOUR NEIGHBORS LOTS.

AC Action:

Approved as Submitted

Approved subject to the following requirements: _____

Disapproved: _____

Architectural Control Committee Member _____ Date: _____

Please remember to get any permits that may be required for your improvement from the City before construction begins.



PROPERTY MANAGEMENT LLC

The Pointe Town Homes

Please return to:
C/o Touchstone Property Management
2850 McClelland Drive Suite 1000
Fort Collins, CO 80525-2576
Phone: (970) 223-5000, (866) 834-8715 Fax (970) 223-5282

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Name: Filing: Block: Lot:

Address: Home Phone:

City: State: Zip: Work Phone:

Mailing address if different than proposed improvement(s)

My request involves the following type of improvement:

- Painting, Deck/Patio Slab, Roofing, Drive/Walk Addition, Landscaping, Patio Cover, Room Addition, Basketball Backboard, Fencing, Other

Describe Improvements: (Include paint chips, building materials, landscape plans, fence layout, and other plans or brochures for patios, decks, structures, or sheds.)

Planned Completion Date:

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