



TrailMark Homeowners Association, Inc.  
 Littleton, CO 80127  
 Community Resource Services of Colorado, LLC  
 7995 East Prentice Avenue, Suite 103E  
 Greenwood Village, CO 80111  
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<http://trailmark.org/>

**Design Review Committee**

**Home Improvement Notice of Completion**

Name: \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 Mailing Address (if different from property): \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Account #: \_\_\_\_\_ (Note: See letter from TrailMark Homeowners Association, Inc.)  
 Request #: 9999 S. Street – MM/DD/YYYY-# (Note: See letter from TrailMark Homeowners Association, Inc.)  
 Description of improvement:

Notice is hereby given that the improvement as approved by the TrailMark Design Review Committee (“DRC”) has been completed and has met all conditions and requirements. As such, the DRC may inspect the completed work to ensure compliance.

Comments:

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

Date Inspected: \_\_\_\_\_ Inspected by: \_\_\_\_\_

APPROVED       DISAPPROVED

Article 4 Architectural Approval of the Declaration of Covenants, Conditions and Restrictions for Chatfield Green, n/k/a TrailMark Homeowners Association, Inc. Section 4.12 Notice of Completion states that upon completion of the Improvement to Property the Applicant (homeowner) should give written Notice of Completion to the Design Review Committee. Section 4.13 Inspection of Work states that the Design Review Committee or its duly authorized representative shall have the right to inspect any Improvement to Property prior to or after completion.

NOTE: The Design Review Committee reviews requests the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month, schedules permitting. To ensure timely review of your improvement, please submit your Notice of Completion by noon, the Friday prior to the scheduled meeting.