

STAR CANYON CONDOMINIUM ASSOCIATION, INC.
ARCHITECTURAL IMPROVEMENT REQUEST

Please submit Home Improvement request to:

STAR CANYON CONDOMINIUM ASSOCIATION, INC.

c/o KC & Associates, LLC ~ P.O. Box 270487 ~ Littleton, CO 80127-0009

Phone: 303-933-6279 ~ Fax: 303-933-9299 ~ Email: kathy.christensen@kchoa.com

NAME _____ DATE _____ PHONE _____

ADDRESS _____ EMAIL _____

☐ WINDOWS ☐ GARAGE DOOR ☐ AIR CONDITIONER ☐ OTHER (please specify) _____

- **WINDOWS:** Confirm window grid pattern, frame size, and Brand conform to Architectural Guide.
- **AC UNITS:** Confirm color and Decibel rating conform to Architectural Guide
- **GARAGE DOOR:** Must be - Wayne Dalton, steel, Colonial Panels with Stockton 1 window frames

Description of Project (Please attach a separate sheet if more room is necessary):

For Windows: list the frame width _____ and depth _____ (measure from glass to exterior of frame)

For AC Unit: list Decibel rating _____

PLANNED START DATE: _____ COMPLETION DATE: _____

(Extensions to this time frame need to be in writing and approved by the ACC Committee.)

Plans, illustrations, or other clarifications (e.g.: photographs, manufacturer brochures, material samples, etc.) as applicable, **MUST** accompany this submittal.

DO NOT START ANY WORK PRIOR TO RECEIVING FULL APPROVAL OF ALL SUBMITTED IMPROVEMENTS!

Allow up to 30 days for the Architectural Control Committee to review your application. You will receive a written response to your submittal. This submittal is good for one year from date of approval.

NOTE: It is HOMEOWNER responsibility to ensure work meets ACC Guidelines, not the contractor. Any work that does not meet guidelines is subject to conforming re-work

I understand and agree to comply with the above conditions

HOMEOWNER SIGNATURE _____

☐ **APPROVED** (as noted)

☐ **REJECTED**

☐ **NEED MORE INFORMATION**

Signatures of ACC or Board Members _____ **DATE** _____

FOR OFFICE USE ONLY:

Received by Management Company _____

Received by ACC _____ Date Referred to Board (when applicable) _____

Date Returned to Management Company _____ Homeowner Notified _____

STAR CANYON CONDOMINIUM BOARD GUIDELINES FOR ARCHITECTURAL IMPROVEMENT (ACC) REQUESTS

An ACC request **MUST** be submitted to the Board for the following:

Satellite Dish Installation

1. 1st and primary option - mount on deck/patio railing
2. 2nd option – pole or tripod mount, with pole/tripod installed within the boundary of the deck/patio
3. 3rd option, accepted only if the railing or pole CANNOT be used due to line-of-site/obstruction issues: mount on soffit (eave) or front coping. In either case, the dish has to be mounted within the unit's deck/patio perimeter.
4. If a satellite dish is removed from the wood, siding, soffit, etc., the holes need to be filled with wood filler then painted to match the existing wood trim.

Window Replacement

1. Brochures and/or samples must be provided for viewing.
2. Existing gridlines must be maintained. Windows must be flush with the frames.
3. Window frames must be white maintenance free vinyl and can be **no more than 2.5 inches wide from glass to exterior edge and can protrude no more than 0.5 inches from the wall.**
4. Light tinting is acceptable but must be evaluated by the HOA board
5. Acceptable brands that have met the frame specification above: Amerimax, Anlin, Alside, Vanguard
(**Note:** not all models may not meet specs. It is Homeowner responsibility to ensure compliance – not the contractor)
6. **Unacceptable Brands: Soft-lite (all models)**

Air Conditioner (New and/or Replacement)

1. Brochures must be provided for viewing
2. Decibel range – 75dB or less
3. Must sit on a firm, level, supportive, non-metal, non-wood, supportive base
4. If installed under a window, the top of the unit may not protrude above the lower window frame A/C unit colors must be compatible with other exterior colors (no hot pinks, etc.)

Storm/Screen Door

1. Brochures must be provided for viewing.
2. Door color must come close to matching existing wood frame color. Glass must be clear.
3. Handles must be brass or bronze. No grillwork.

Garage Door

1. Garage doors must match existing doors/panels and may be obtained through Wayne Dalton or a subsidiary. The door style is **Wayne Dalton Steel, Colonial Panels with Stockton 1 windows at the top.**
2. New garage doors or panels must be painted to match the existing wood trim.

Patio Blinds

1. Brochures and/or samples must be provided for viewing
2. Blinds must be of good quality vinyl/fabric
3. Color must blend with exterior stucco and/or wood trim

Exterior Door Locks, Handles, Keyless Entry Lock, Doorbells w/Security Camera for Main Entry Door

1. Must provide a brochure or sample for approval prior to installation
2. Lock and Handle must be dark Rubbed Bronze to match community standard
3. Handle design must match common community standard including oval shaped door fasteners (not square or rectangular) Keyless lock must be Rubbed Bronze. Key locks with cameras are not permitted. Doorbells may include a camera, subject to approval.