

RIDGEWOOD HEIGHTS HOMEOWNERS ASSOCIATION, INC.

PROCEDURES AND APPLICATION FOR ANY CHANGES TO THE EXTERIOR OF YOUR HOME OR LANDSCAPING

**COMPLETED APPLICATIONS SHOULD BE MAILED TO:
RIDGEWOOD HEIGHTS HOA
575 RIO GRANDE DR. / GRAND JUNCTION, CO 81501
ATTN: DESIGN REVIEW COMMITTEE**

We have adopted the following format for use by all homeowners for any changes to the exterior of your home or lot. *Your home and how it is kept impacts your property values, the property values of your immediate neighbors as well as the entire neighborhood.* Our covenants are designed to protect everyone's property values; we are all bound by them as well as the City of Grand Junction municipal codes (which can be found on the cities website at www.gjcity.org). In all cases, the stricter rule prevails.

Please note on every section of this application **the first requirement is a copy of your sketch plan.** The sketch plan shows us what you want to do and where you want to locate it. It is the best way to protect common underground utilities including sprinkler systems, electrical, cable, sewer & water lines plus it protects the homeowner from building something over a restrictive easement. If you need a copy of how your home sits within the boundaries of your lot, please contact us.

GOVERNING ENTITY: Approvals, denials or conditional approvals of any applications are managed by the Design Review Committee as mandated in the governing documents.

REVIEW PROCESS: All applications will be reviewed and a decision made within 10 *business* days of receiving your application. Any member may, within 30 days of a written decision by the Design Review Committee, request a review of the Application by the Board of Directors. The Board's decision will be final. *Please note: all applications will be kept on file with the HOA indefinitely.* This is for everyone's protection.

INCOMPLETE SUBMISSIONS: Will not be considered. The "submission date" of any application will be defined by receipt of a completed application, with all required attachments.

UNAUTHORIZED WORK: May be required to be removed at owner's expense.

NOTE: PLEASE keep a copy of this Memo along with the accompanying 2 page application with your Homeowner's Manual. Additional copies of these documents can be obtained from Linda Daly. You can contact Linda at 970 270-7575 or by email at ldaly@bresnan.net.