



March 2021

Ridgepoint at Bear Creek Homeowner's Association

VOLUME 54

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### Questions or Concerns???

Contact ANY Board or ARC Member (listed below). They can refer you to the correct source if they cannot help you themselves.

### 2021 Ridgepoint HOA Board and ARC Members

<b>President:</b> Amy Alonzo	720-215-7373
<b>Treasurer:</b> Barbara Coria	720-252-7897
<b>Secretary:</b> Ron Servis	303-986-3072
<b>Architectural Review Committee:</b>	
Lori Graham	303-984-0042
Tim Kramer	303-985-5663
Ron Hansen	303-984-2102
Mimi Lowrey	303-763-8974
Jeff Van Wyk	720-320-8207
<b>Newsletter:</b> Lori Graham	303-984-0042

## SPRING BLIZZARD OF 2021

Don't be fooled...the week of 70 degree temperatures followed by the crazy blizzard made it seem as though spring was in the far distance, but trees have started budding out, bulbs are pushing through the soil and we are back to daylight savings time! We (most likely) still have more snow ahead, but now is the time to start planning ahead for a garden refresh as well as early season aeration and pre-emergent fertilizer application. Contracted services are available for hire and are booking now for the spring! The list inside this newsletter may help you start thinking about what needs to be done to help get your yard and house in the best shape possible!

2020 was a difficult year for everyone, but we are seeing life get back to a new normal in 2021 and the best part of 2021 so far as we welcome in Spring, is getting back to seeing neighbors outside walking and enjoying our great Colorado weather. You will see some of the ARC and Board members out walking the neighborhood from time to time checking on properties and requests that come in. Please say 'hello' and introduce yourself to us and any other neighbor you may not have met.

As many of you know, Wendy Raffaeli stepped down from the Board at the end of 2020, after doing a wonderful job as President for many years. Ron Servis will continue in his role as Treasurer/Secretary, and long-time neighbor Barb Coria is our new Board member and will serve as our Vice-President. She is a welcome addition to the Board. I am returning to the my position as President after some years away. As a Board, our goal is to continue to serve Ridgepoint residents well over the next three years. We hope to see everyone join us for National Night Out on August 3rd, 2021, which will also serve as our Annual Neighborhood Picnic.

If you'd like to volunteer in any capacity, please let one of us know as we have a number of new neighbors and we always welcome new people and ideas! Also, many decisions are made at our monthly meetings that impact our neighborhood so come and join us!

See you around the neighborhood!

On behalf of the HOA Board,

*Amy Alonzo*  
HOA President

Ridgepoint website: [www.neighborhoodlink.com/ridgepoint](http://www.neighborhoodlink.com/ridgepoint)



# REMINDERS / UPDATES / SAFETY

## SIMPLE RULES TO BE A GOOD NEIGHBOR

Throughout the year we are reminded of areas related to "personal responsibility" that are not always followed and thus need to be revisited time and time again. We are hoping those that continue to violate these rules will read them here and choose to follow them:

- Pick-up after pets EVERYWHERE / EVERY TIME
- Speed limit is 25 MPH.
- Be courteous when parking your vehicles
- Do not drive on sidewalk or pull-up against traffic in front of the mailboxes.
- Keep your dog from incessant barking.
- Secure all trash and re-cycle items on windy days so your trash does not become everyone's trash.
- trash cans out no earlier than Sunday night.
- trash cans out-of-sight by Monday Night.
- Keep a "neat and tidy appearance" to your home---both front and back.

If you have not given the HOA your email, you are not receiving important Ridgpoint updates. Please email your request to be included:

**hoa.ridgpoint@gmail.com**

We are always looking for additional volunteers. Please consider a donation of time to make Ridgpoint a better place to live.



**Please consider giving back to YOUR NEIGHBORHOOD!**

## Snow Removal and Winter Courtesies

As we come to the end of the snow season, we want to give one final reminder to everyone that snow must be removed from driveways and ALL sidewalks bordering your property within 24 hours of it falling. Please be a courteous neighbor.



**Annual Meeting Date**  
**Wednesday,**  
**November 17, 2021**  
**Fox Hollow Golf Course**  
**Clubhouse 7pm**



**TWO DATES**  
**Spring & Fall**

**JUNE 11<sup>th</sup> & 12<sup>th</sup>**  
**SEPTEMBER 10<sup>th</sup> & 11<sup>th</sup>**

Once again we will host TWO Neighborhood Garage Sales in 2021! They will run Friday and Saturday on both dates. The HOA will advertise on NextDoor and Facebook in addition to the banners at the entrance. No need to notify the HOA if you are participating – just open your garage door anytime after 8:00 am and start selling! A dumpster will be out the following week until full. Details will be posted.

## KIDZ BIZ

**Services Listed**  
**Call for Availability and Pricing:**

**Chris Gunn • 808-387-4974**

or email: [stevepamgunn@aol.com](mailto:stevepamgunn@aol.com)  
raking, snow shoveling, dog walking/sitting

**Mia Beinecke • 303.570.5896**

Repair torn window screens. \$10 normal windows/\$20 Doors and Large windows - Includes supplies! Ask for Mia!

**Gianna Raffaelli • 720-233-5923**

babysitting, dog walking/sitting, house-sitting

**Emily Graham • 720-839-7135**

snow shoveling, dog walking/sitting, house-sitting, babysitting, driving errands (groceries/prescriptions etc.)

**Karina Li • 720-933-0220**

or email: [nonnali@gmail.com](mailto:nonnali@gmail.com)  
baby sitting, house-sitting, snow shoveling

**Isaac Li • 720-933-0220**

or email: [nonnali@gmail.com](mailto:nonnali@gmail.com)  
snow shoveling

**Sydney Van Wyk • 720-320-8206**

dog walking/sitting, Mommy's helper (babysitting), light housework

**Nielsen Van Wyk • 720-467-6013**

snow shoveling, running errands, driving errands (groceries/prescriptions etc.)

*Note: All listings are children of Ridgpoint Residents and live in the neighborhood.*

## Ridgpoint Furry Friends



When you walk your dog in Ridgpoint, keep in mind **the leash law** is in effect **at all times** in JeffCo and to please take a bag with you EVERY TIME to pick-up after your pet.

**Jefferson County Animal Control • 303-271-5070**







## 2021 National Night Out and Ridgepoint Picnic

**Tuesday, August 3, 6-8 p.m**

*Welcome!* New RIDGEPOINT Neighbors

**Ski & Sara Struzeski**  
10540 West Vassar Drive - Lot 25  
October 2020



### *In Memoriam*

On behalf of the Ridgepoint Board and Volunteer Committees, we would like to extend our deepest condolences to the family and friends of  
**Bryan Counts**



### "Good Neighbor Salute"

We thought we would do something a little different and rather than recognize an individual in this newsletter, we want to give a 'shout-out' to everyone that takes it upon themselves to help and support their neighbors on a regular basis in ways big and small. These things and those people that do them, do not go un-noticed!

These good-deeds are done not for hire, and are done without the expectation of anything in return, just simply to lend a helping hand!

Some of the ways our Ridgepoint Community serves one another through outward displays:

shoveling snow beyond their property, wheeling out/in trash cans, house-watching, bringing the newspaper up to the house, providing meals when someone is ill, dog-sitting/walking, plant watering/mowing and the list goes on. Other ways are more subtle but are equally important such as reaching out by phone or email just to check on a neighbor you have not seen for a while, or taking time to visit with a someone that may want someone to talk to. Neighbors are a treasure! Be on the lookout for ways you may be able to help someone, without being asked!

*People like this help make Ridgepoint a welcoming, friendly neighborhood!*







**RIDGERUNNERS** - Ridgepoint at Bear Creek Homeowners' Association

2738 South Newcombe St.  
Lakewood, CO 80227



March 2021

## TRASH REMINDERS

Please be mindful of the importance of **BAGGING TRASH INSIDE** of trash cans (NO LOOSE TRASH INSIDE CANS) and **SECURING ALL RECYCLE ITEMS** due to the increase in strong winds the next few months. Wind-gusts are strong enough to tip large cans resulting in loose trash blowing everywhere!

Trash Cans and Recycling bins cannot be left outside beyond the allowable time and **MUST BE** stored **OUT OF SIGHT** from the street at all times. Trash may be placed on the curb no earlier than **Sunday night** and must be stored 'out-of-sight' by **Monday evening**.

**Habitual offenders will receive a reminder letter which will be placed in their file, followed by a violation letter including appropriate fines.**



**Quarterly dues are still  
DUE on the 1st and must be  
RECEIVED by the 5th to avoid LATE FEES!**

# SAFETY

**TURN ON YOUR OUTSIDE LIGHTS.** Install a timer or remote on the switch so that they will automatically turn on and off which also helps when you are away from your house on vacation, etc.

**INSTALL MOTION-ACTIVATED LIGHTS and/or CAMERAS.** Ring and SimpliSafe are two companies who sell relatively inexpensive cameras that record activity on or around your property.

**KNOW YOUR NEIGHBORS.** Get out and meet your neighbors. The more visible we all are in our community, the less likely it is that strangers will loiter, waiting for an opportunity. Be bold and ask strangers if they live there, if they're waiting for someone, etc. You might meet a new neighbor, and if they don't live in Ridgepoint, you're doing a lot to help prevent crime.

**LOCK YOUR DOORS: CAR and HOME.** Lock your car doors whenever you are not in your vehicle. Lock your home when you are away and when you are not expecting anyone. Don't leave your garage door open unless you are in your front yard.

**DO NOT APPEAR TO BE GONE.** If you are on vacation, be sure you hire someone to shovel your driveway, bring in your paper, collect flyers left on front door etc. Even if you're home, if you look gone, it invites mischief.



# Spring Cleanup and Garden Tips

*Tips to prepare our yards for Spring and Summer enjoyment*

## Trees & Shrubs: Prune as needed

Plant growth from the previous year that has died, **must be removed in the early spring** (mid April) to make way for new growth during the summer. U-Channel or wooden stakes used for stability for newly planted trees, **should be removed once the tree is established** (5 years or so).

- Prune away dead and damaged branches that have been damaged by cold, snow and wind.
- Prune wayward shoots back to an intersecting branch.
- Prune summer-flowering shrubs BEFORE buds swell.
- Wait to prune Spring bloomers, like forsythia and lilac until AFTER they flower.
- April is the best time to plant new trees and shrubs. Be sure to improve the soil with compost and/or peat moss
- April is a perfect time to take stock of the plants in your yard. Are there plants that have overgrown their spaces? Are some sickly and unattractive? Now is the time to pull them out and replace them with a new and vibrant plant. Is it time to renew and refresh your garden?

## Perennials and Grasses: Cut back and divide as needed.

- Prune flowering perennials to a height of 4-5 inches and ornamental grasses to 2-3 inches to allow new growth to shoot up.
- Cut back winter-damaged rose canes to 1 inch below the blackened area.
- Climbers-keep younger green canes and remove older woody ones; neaten them up by bending the canes horizontally and tipping the buds downward. Use jute twine or gentle Velcro fasteners to hold the canes in place.
- Spring is the best time to divide perennials that bloom in mid or late summer such as asters and chrysanthemums. Wait until September to divide early spring-flowering perennials like bleeding hearts and peonies.
- Plant wildflower seed in April. Be sure to improve your soil by raking in either peat moss or compost or a combination of the two.
- Add some variety to bulb and perennial beds by broadcasting seeds of annuals like larkspur, cosmos, poppies, bachelor buttons or other annuals among your established plants.

## Flower Beds and Borders: Clean up around plants and in bed area.

All landscaping material regardless of type (rock, mulch, gravel), **must be contained within a well-defined, well-maintained border.**

Excessive **pine needles, pine cones, leaves and other debris** must be **removed** from yards and around the bases of bushes and trees in a timely manner **and not allowed to accumulate.**



- Rake out fallen leaves and dead foliage (which can smother plants and foster disease).
- Flowering annuals can be planted after frost period is over and “hardening them off” (set out annuals daily for 5-6 days during the day when temps are warmer before putting them in the beds and borders)
- Now is a good time to spread pelletized fertilizer tailored to existing plantings. If Spring showers do not occur, water in thoroughly.
- An easy refresh for the flower beds is to remove old mulch and replace it with new mulch!

## Lawn care : Aerate, Over seed/Lawn Patch, and ready the irrigation system.

- Colder climates like ours, grass starts growing in April, but early Spring is a good time to remove turf damaged by winterkill, mites or disease.
- Check your irrigation system. Be sure sprinkler heads are not plugged and are properly adjusted for the radius and the level of spray needed.
- It is tempting to start watering in early spring, but there is usually plenty of moisture to keep your lawn healthy. Wait to water until the weather gets warm and dry. It's OK to let the grass show signs of drought stress - this will actually cause roots to grow deep searching for water.
- Core aerate your lawn before fertilizing this month. Not only does this help the lawn's vigor and health, it also reduces maintenance and water usage. Be sure your lawn is well watered a day or two before aeration.
- Mid-April is a good time to over seed or 'repair' lawns. Use a good grass seed and apply New Lawn Starter fertilizer after the seed is sown. Keep the area moist even after germination. Do not apply a pre-emergent before or after seeding, as this will prevent grass seed germination. Sod is an easy alternative to seeding, but sometimes cost prohibitive. There are great all-in-one lawn-patch mixtures available making it easy to repair small areas of lawn that are bare or have been chewed by rabbits.
- Be sure your mower blade is sharp. Dull blades can invite lawn diseases to enter grass blades.

## Paths, Patios and Rock Areas: Neaten up hardscape surfaces and weed removal.

• Breaks in concrete on driveways, sidewalks and between pavers **must have all weeds removed before growing to a noticeable height.** This can be done through manual pulling and/or spraying and may require both at times! If this is done early in the season, it makes for less work later in the summer.

- Rock areas need to be cleaned out, spray for weeds weekly.
- Refill joints between flagstones and clean up loose gravel in aggregate walkways. Spray for weeds between joints.



# Exterior Changes

During 2020 and the pandemic, many of you made the best of the down-time and improved your properties with new paint, and rejuvenated landscaping projects which have enhanced and updated the look of Ridgepoint! Every 5 years or so, if not yearly, should be a goal for everyone to do something to the exterior of their property to increase the value as well as update the overall look. Fresh Paint? New Color? New Garage Door? Landscape refresh? Different plantings or thinning out overgrown areas?



**All of this is in addition to the regular maintenance that is required by every homeowner to keep their lawns and yards in top shape and an overall neat and tidy appearance that we all strive for here in Ridgepoint!**

Keeping landscaping trimmed back to the available space is key to keeping landscaping in check. When that is not done, things become overgrown which sometimes requires complete removal and replanting if left too long! Take a look at your home and determine what needs to be done!

**Keep in mind that all changes to the exterior of your home MUST be submitted on the appropriate request form and approved, **before** any work starts.**

The process to submit a request is simple:

- 1-** Submit your completed request on the **2021 Architectural Approval Request Form**, along with all project details and drawings if they would prove helpful. Submit form to any ARC Member prior to the project starting, allowing time for approval.
- 2 -** Once the ARC has signed off, the request moves on to the Board for final approval.
- 3 -** Please allow 2-3 weeks for Approval in the summer months.
- 4 -** You will be contacted as soon as the board has approved or denied your request.

## EXTERIOR HOME GUIDE *for* CHANGES & UPKEEP

- **Painting** - All color changes require approval prior to starting to paint!

Walk around your home to see if it is time to paint. If paint is faded, peeling or has chipped areas (most visible at joints and garage doors), it is time to repaint! Rabbits chew on the threshold of garages and door frames and may need touch-up even if the house was painted recently.

If changing the colors of your home please remember to submit your request **with paint swatches** before starting any work. If you need a swatch book for ideas, we have one that can be checked out.

Send an email to: [hoa.ridgepoint@gmail.com](mailto:hoa.ridgepoint@gmail.com)

- **Structures/Buildings/Decks and Unsightly Articles:** All structures/fences/decks must be kept in good repair. Personal property including ladders, wheelbarrels and garden tools must be stored either in garages and not on the side of homes and always out of sight of neighbors! Keep planter boxes in good repair and flower pots filled with flowers!

- **Additions/Changes to the exterior-** Trash enclosures, hot tub screens, deck extensions or other changes to decks, pergolas, covered patios etc. all require approval prior to starting any project. Some of these projects require building permits and must follow JeffCo building codes etc. The homeowner is responsible for hiring a company that will adhere to county regulations or if doing the work themselves will need to follow these same requirements.

**Most roof replacements and window replacements will be automatically approved if they are exact like-for-like replacements or similar in color and design. Please submit for the files.**

## LANDSCAPING IMPROVEMENTS *or* CHANGES

Like-for-like replacements to landscaping do not require approval with the exception of Aspen trees which are no longer allowed in Ridgepoint. If anyone is looking for suggestions as to what to do with landscaping and what can be approved, please feel free to reach out to the ARC or Board. Local nurseries are a great resource for deciding what types of plants will work best in a particular area of a yard, taking into consideration the available sun/shade, slope and water needs.

**Again - All changes to the exterior of your home or landscaping must be submitted and approved before any work starts.**



# Jefferson County Snow Removal Information

We are fortunate in Ridgepoint that our hill (because of the grade) and Newcombe street (because it is the main artery/subdivision collector to the neighborhood as well as school bus route) get plowed!

The side streets and cul-de-sacs are NOT part of the removal plan until after everything else is cleared and at that point, some people have already taken it upon themselves to 'dig out' to reach the main artery, South Newcombe Street.

The speed in which the plows must travel in order to have the momentum to move the snow, makes it impossible for them to avoid each driveway, so 'digging out' and moving the snow/ice trail left by the plows is a reality and unavoidable in order to get the benefit of having the main street plowed.

Below is the priority schedule for JeffCo snow removal: (all of our roads are County Roads). Our roads within the neighborhood are Priority 2 and Priority 4 roads.

- |              |  |
|--------------|--|
| Priority 1 - | Main arterial streets that provide for high traffic volumes. (ie. Morrison Road - NO Streets in Ridgepoint)                        |
| Priority 2 - | <b>Major subdivision collectors, school zones and school bus routes. (ie. South Newcombe Street)</b>                               |
| Priority 3 - | Residential or other local roads that carry moderate to low traffic volumes.   |
| Priority 4 - | <b>Cul-de-sacs or other dead-end roads carrying very low traffic volumes. (ie. S. Nelson Ct; W. Vassar Drive and W. Vassar P.)</b> |

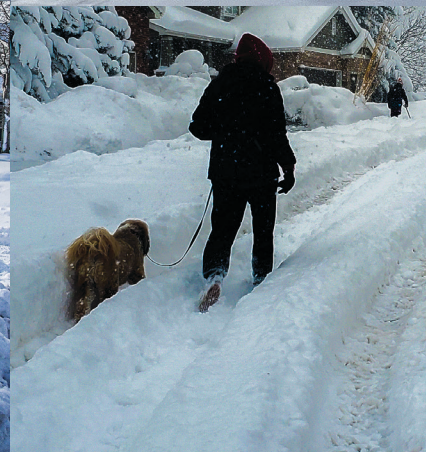
**Phase I:** Initial opening of all **Priority 1 through 3** streets in that order. Severity of the storm may delay response time for Priority 3 streets due to the fact that initial opening of major arterial streets requires that multiple lanes be plowed in each direction.

**Phase II:** Plowing and sanding of problem roads **having steep inclines**, curves, bridges or overpasses. Widening of any Priority 1 through 3 streets deemed necessary. Repeat plowing of all streets initially opened as snow continues to accumulate.

**Phase III:** Removal of packed snow and ice on all Priority 1 through 3 streets where possible and deemed necessary as snowfall accumulation stops. **Plowing and sanding operations on Priority 4 streets will take place as resource availability allows. It could be several days after the snowstorm has ended before Priority 4 streets are initially plowed.** Intermittent sanding as necessary by road priority.

**Phase IV:** Storm event is over. Continuation of widening operations to improve safe travel and prepare for additional accumulation during subsequent storms.

**For more information, go to the Jeffco Road and Bridge website.**





# Ridgepoint **WALK** throughs

obligations regarding bookkeeping and payments, contracting our trash removal service, paying our utilities etc. Another area of responsibility is to make sure all homes are in compliance with the By-Laws, Rules and Regulations and the Design Review Guidelines here in our covenant controlled community. These are the rules that EVERYONE must follow as a homeowner here in Ridgepoint. These rules are not intended to hinder the majority but to prevent individuals from infringing on the rights and peaceful coexistence of all homeowners. Please help our volunteers by following the rules!

During the summer months, these volunteers have the added task of making sure all of the homes are in compliance with regards to the exterior maintenance including landscaping which is at it's peak during the growing season. Starting in June each year, regular 'walk-throughs' take place to identify homes that are not keeping up with the maintenance standards outlined in our 'Rules and Regs'. The list of items below, are infractions that tend to impact MULTIPLE HOMES throughout the neighborhood each year. We request that all homeowners go outside and take a look at their property and access their needs and take action on any items on this list that are in violation of our covenants. As a reference, all of our neighborhood documents and other important information is found on our website:

[www.neighborhoodlink.com/ridgepoint](http://www.neighborhoodlink.com/ridgepoint)



## **RESIDENT CHECK LIST**

- Lawn areas should be green, free of weeds and edged around perimeter where lawn meets concrete.
- Sucker shoots (Aspen or other trees/shrubs) must not be present in lawn areas.
- Weeds and/or grass should be removed from cracks in sidewalk and/or driveway as well as all rock areas. Please look at the area(s) between your home and your neighbor(s) as these tend to be neglected and still need to be addressed.
- Plants/bushes/landscaping must not extend more than 4 inches over sidewalk.
- Tree branches should have 8-feet of clearance over sidewalks and walkways. (12-feet over roads)
- Sidewalks must be kept clear at all times, for pedestrians/strollers/wheelchairs etc. The minimum width for an ADA compliant sidewalk is 36". Please do what is needed to make the neighborhood pedestrian friendly.
- Rock/Xeriscape areas should be free of weeds/grass and should not have sparse areas of rock.
- Rock and mulch should be contained within your property and not allowed to spill onto sidewalks.
- Dead tree branches/shrubs/bushes need to be removed/trimmed and/or replaced.
- Storage of all personal property must be inside of garage and out of sight of neighbors.
- Trash/recycle bins and garden supplies must not be stored outside of garage or on the side of house.
- House paint must not show signs of wear or be chipped and/or peeling.
- Decking must be in good repair and follow the same paint requirements of the house if painted.
- Pet Waste must be picked up immediately throughout neighborhood and removed daily from yards. Call Animal Control if you see pet waste being left and not picked up. They require a name and address to site an offender.
- Park cars in garage when possible. Only vehicles with current registration tags are permitted to park on driveway or street and only when 2 cars are already parked in the garage.
- Non-Standard Vehicles (branded work trucks, trailers etc.) are not allowed to be parked outside of a garage, on a driveway or left over-night except when they are at a residence doing contracted work.
- Recreational Vehicles may only be parked on our JeffCo streets for a maximum of 28 days during a calendar year. The 48-hour time-limit is still a good guideline to follow whenever possible, since parking large RV's on our residential streets presents a safety hazard to vehicles, pedestrians and cyclists with the limited visibility they create.
- All painted structures including siding, stucco, garages and trim, must be re-painted when they show signs of fading.
- Christmas lights must be removed from the house by January 31st each year. (this is an extension from the January 15th date stated in the R & R's)



# Ridgepoint Architectural Control Approval Request

Updated 2/2021

This form must be submitted with EVERY request. The areas marked \*\*\*, MUST BE COMPLETED/ and SIGNED by homeowner before accepting form

Please submit all plans, requested forms and accompanying documentation to: **Any member of the ARC or Ridgepoint Board**  
**ARC:** Lori Graham, Ron Hansen, Tim Kramer, Mimi Lowrey or Jeff VanWyk **BOARD:** Amy Alonzo, Barbara Coria, or Ron Servis

DATE FORM SUBMITTED: \_\_\_\_\_ NAME OF PERSON ACCEPTING FORM: \_\_\_\_\_

\*\*\*HOMEOWNER(S) REQUESTING APPROVAL: \_\_\_\_\_

\*\*\*LOT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

\*\*\*PHONE:(H) \_\_\_\_\_ (O) \_\_\_\_\_ (C) \_\_\_\_\_

\*\*\*My request involves the following type of improvement:

☐ Approval to access my property if needed

Play Equipment \_\_\_\_\_  
 Deck/Railing \_\_\_\_\_  
 Drive/Sidewalk Addition \_\_\_\_\_  
 Fencing \_\_\_\_\_  
 Landscaping \_\_\_\_\_  
 Doors/Windows \_\_\_\_\_  
 Other \_\_\_\_\_

Painting/Color change \_\_\_\_\_  
 Patio Cover/Awning \_\_\_\_\_  
 Roofing \_\_\_\_\_  
 Room Addition \_\_\_\_\_  
 Planters \_\_\_\_\_  
 Patio \_\_\_\_\_

\*\*\*Briefly Describe Improvement (attach additional documentation as needed):

☐ Detailed plans, paint chips, fabric swatches etc. are attached.

I understand that I must receive approval of the Architectural Review Committee (ARC) and approval of the Ridgepoint Board, in order to proceed. I agree to complete improvements promptly after receiving approval. I have read the Covenants, Conditions and Restrictions, the Rules and Regulations, and Design Review Guidelines and will comply with these documents.

(ALL Documents are found at: [www.neighborhoodlink.com/jeffco/ridgepoint/](http://www.neighborhoodlink.com/jeffco/ridgepoint/))

I understand that Association approval does not constitute approval of the local building department and that I may be required to obtain a building permit. I understand that my improvements must be completed per specifications or approval is withdrawn. Please contact a Board Member when project is complete.

\*\*\*Estimated Completion Date: \_\_\_\_\_ \*\*\*Homeowners' Signature: \_\_\_\_\_

I. ARC Approval Initials (3 required):

L. Graham

R. Hansen

T. Kramer

M. Lowrey

J. VanWyk

II. HOA Board Member Signatures (2 required):

III. Approval Date: \_\_\_\_\_ IV. Homeowner contacted: \_\_\_\_\_ Date: \_\_\_\_\_ Initial: \_\_\_\_\_

FINAL Completion and Approval: \_\_\_\_\_ Date: \_\_\_\_\_

(Board Member only)

Ridgepoint HOA Board Member Signature Required at completion of project for Final Approval





## ***Ridgepoint Architectural Control Request Procedures***

The Architectural Control Request process requires 3 signatures of approval from members of the ARC (Architectural Review Committee) and 2 signatures from Board members BEFORE the project begins. PLEASE READ ALL GUIDELINES (Rules & Regulations as well as Covenants) BEFORE SUBMITTING PROPOSALS TO AVOID DELAYS.

When the project is completed, the homeowner must contact the person the form was submitted to (or any member of the ARC or Board) in order to obtain the required final sign-off of the project from a Board Member. Copies of the fully signed final approval will be given to the homeowner by request, as well as placed in the ARC permanent resident file.

All residents must obtain the ACC approval before starting any exterior project on the house as well as landscape projects which involve changes to the original design/footprint of the yard including planting of trees. This includes changing the ratio of plants-to-hardscaping which must follow strict guidelines. Replacement trees of the same type are automatically approved with the exception of Aspen trees which are no longer allowed in Ridgepoint (as of 2008). Exceptions are: Repainting a house the EXACT COLOR, Replacing deck surfaces with NO CHANGE TO FOOTPRINT OR STRUCTURE, Window replacements of generally the SAME STYLE, and Solar Installations that meet the guidelines set forth in the Rules and Regulations. The Homeowner is responsible for getting the appropriate permits BEFORE starting a project.

Projects started without the proper approvals may result in project approval delays, or removal of the addition, at the expense of the homeowner.

### **1. Complete the ENTIRE Architectural Control Request Form**

-include, a DETAILED description of improvement as well as any site-plans/drawing that will be used to complete the project or help clarify the work that is being done.. (these can be returned to the homeowner by request)

-make sure you have read ALL required documentation, to avoid a delay in processing your request, by submitting requests that will not be approved

### **2. Submit the request directly to: Any member of the ARC or Ridgepoint Board (listed on the other side)**

### **3. Be sure to allow at least 2 weeks for approval of the request from date form is submitted (3 weeks in the summer)**

- Your request will be processed sooner if possible, but allow this time before scheduling a contractor.

- During the time of review, you may be visited by members of the ARC Committee and/or the Board.

-Emergency requests will only be allowed in cases where there is a dangerous situation or property damage is occurring that needs to be remedied immediately i.e. a deck that is falling down, re-landscape due to broken pipes etc..

### **4. You will be contacted by the Architectural Review Committee or the HOA Board when approval has been granted and the project may commence.**

- If a request is denied, you will receive a written letter from the HOA Board, describing WHY the project was denied with suggestions for bringing the improvement into compliance, when possible.

- You may resubmit plans as many times as you wish to meet the required criteria.

### **5. Upon completion of the project, please contact the HOA Board so that a FINAL inspection can take place, and Final Sign-off Obtained.**

***Thank you in advance for following these procedures here at Ridgepoint!***

\*\*\*\*\*FOR USE BY THE ACC COMMITTEE ONLY\*\*\*\*\*  
COMMENTS/CONCERNS