

KELLY AIR PARK

ACC APPLICATION FOR IMPROVEMENT

(Revised May 2014)

Instructions: This is a three (3) section application.

Section A is designed to be used by all Kelly Air Park lot owners when, for example: building new structures, repainting with a different color, changing the exterior appearance of existing structures, adding improvements to lots (e.g., fences, major landscaping, etc.) or otherwise changing the appearance of their lots, before beginning any improvements. The details are contained in the controlling documents:

http://kellyairpark.com/pls/apex/f?p=153:2:6790270350053:::P2_TREE_TYPE_CODE:Covenants

Section B, a key milestone listing, is to be completed when your project is significant in terms of costs (for example, building a house, a hangar, an out building, adding an addition to a structure, or undertaking a exterior remodeling project, etc.) or is planned to take in excess of 2 months to complete.

Section C addresses the applicant's financial preparedness to start and complete large projects [e.g., house, hangar, out building, or, any and all projects with a planned cost of greater \$50,000 (year 2014 dollar value, incremented using the BLS generated CPI)].

The application submittal, review and approval process is described in the "Procedures for Processing ACC Application for Improvement" document – available at the Kelly Air Park web site or from any ACC member.

If you have any questions, please contact a member of the ACC – he or she will be pleased to assist you.

Section A

| | | | | |
|--|--|------------------|-------------------------|----------|
| Lot number: | | | | |
| | | | | |
| Titled Lot Owner: | | | | |
| | | | | |
| Planned Start Date of Construction: | (DD/MM/YYYY) | | | |
| | | | | |
| Planned Completion of Construction: | (DD/MM/YYYY) | | | |
| Is the planned completion date within 18 months of the planned start date? | Yes | No | | |
| | | | | |
| Square footage of addition or improvement: | | | | |
| | | | | |
| Category of addition or improvement: | New House | New Hangar | Landscape | Addition |
| | Exterior paint change or remodel | New out building | Other (please clarify): | |
| | | | | |
| General description of improvement: | (Please describe your planned improvement in some detail. E.g., type of building, number of floors, style of house, number of floors.) | | | |
| Details (if this application is for a house, hangar, outbuilding) | Roof material: | | | |
| | Trim color: | | | |
| | Exterior color: | | | |
| | Color of doors: | | | |
| | Maximum height: | | | |
| | Construction material: | | | |
| | | | | |

| | | | |
|--|---|-----|-----|
| Will you be applying to Elbert County for a building permit? | Yes | No | |
| | | | |
| Are you requesting a variance from the Covenants? | Yes | No | |
| | | | |
| If yes, please state the variance and the reason for the variance. | | | |
| | | | |
| You must include with this application a copy of the plans that are required to be submitted to the Elbert County Building Department, along with a general grading plan; or, in those cases not requiring county approval, a plan(s) or drawing(s) appropriate to the complexity and size of the change, addition, or modification showing the critical size, location, layout, materials, etc., of the addition. Have you done so? | Yes | No | N/A |
| | | | |
| In the case of new structures, a site plan (to scale and with an indication of north), illustrating the location of: | Structure(s) Well Septic Electrical Service Phone line Driveway Applicable setback(s) Propane and fuel tanks | N/A | |
| | | | |
| Type of exterior building material(s) in those cases of a change in material or new construction: | Please detail: | | |
| | | | |
| Have you included with this application a supplier produced color chip of all exterior colors? | Yes | No | |

The applicant understands and agrees:

- that approval expires within 6 months of the application date if construction has not commenced within that time frame and an application for extension must be submitted before work can commence,
- that changes to your plans may not be made unless those changes are submitted, reviewed and approved by the ACC,
- to submit to a final approval/compliance review by the ACC when project is completed,
- that all statements herein are true and the applicant will comply with the conditions as stipulated in the application,
- that all plans, documents, and samples submitted will become the permanent property of the ACC, and
- that your air park neighbors and the ACC expect you to complete your house, hangar, out building, or addition within 18 months* after work commences and failure to do so may result in a fine. (Ref: Bylaws, Article XV, Section 3)

*Note: The 18 month time frame is measured from the breaking of ground (in the case of a new structure) or when visible changes are visible from the street (in the case of additions or major upgrades) to the completion of the exterior and issuance of a Certificate of Occupancy.

Applicant(s) Signature: _____ Date: _____

END of SECTION A

Mission Statement, Architectural Control Committee

The Architectural Control Committee (ACC) exists to ensure the appearance and quality of our air park is maintained in accordance with the controlling documents including the Colorado Common Interest Ownership Act (CCIOA). In doing so, the committee represents the interests of all property owners.

Every property owner moved to Kelly Air Park because of its amenities and potential for a significant increase in value. To fulfill our dreams we must work together to maintain the quality and appearance of our property. The ACC's charter (see Article VI in the Declaration of Covenants) is just one enabler of that objective.

General Scope

The Architectural Control Committee will review applications submitted by property owners to ensure there is compliance with the CC&Rs, the Architectural Guidelines, and any other governing documents. The ACC will respond to inquiries from lot owners when they have questions regarding what changes they can make to their properties. It will advise and assist the Board in the enforcement of the community rules and recommend any changes to the Architectural Guidelines as requested by the Board.

Section B - Key Milestone Listing

| Milestone | Planned completion date | Actual completion date (to be filled out by ACC) | Comments |
|---|--------------------------------|---|-----------------|
| Foundation complete | | | |
| Framing complete | | | |
| Roof complete | | | |
| Exterior complete (including paint and finish) | | | |
| Certificate of Occupancy received | | | |

END of SECTION B

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Section C - Financial Preparedness

Of all of the sections of this application, Section C may just be the toughest to complete. Why? Because it may appear on the surface that the ACC wants to know all about your finances and you are thinking: “no way, I’m not sharing that information”. In fact, we aren’t interested in personal details such as your annual income or your total net worth. We are only seeking sufficient evidence to confirm you have the financial resources necessary to finish the project. The intent is to protect our great air park from the negative consequences of unfinished projects. (Trust us, this section was added in 2014 as a direct consequence of three events the likes of which we are now attempting to protect ourselves – yes, we are slow learners but that is because we’d rather be flying.)

So – the required response to this section, in terms of format, is yours to design – just keep in mind that we need:

“Evidence that you have sufficient funding, on hand or available, to complete your dream house and/or hangar.” For example:

- a construction loan approval letter from your lending institution, OR
- evidence of sufficient funds as shown on current bank or investment statements, AND,
- a cost breakdown sheet for your proposed construction project.

Bottom line – we must have credible evidence of what your house is most likely going to cost and evidence that you have those funds on hand or available.

Thanks and we look forward to having you as a neighbor.

END of SECTION C

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Approvals

Initial Approval

The ACC has reviewed this application, the associated documentation and samples, in regards to compliance with the provisions and intent of Kelly Air Park's controlling documents and finds them in their entirety to be acceptable.

Variances granted are noted here: _____

This application is hereby _____ as submitted this date, _____.

Final Approval

The ACC has reviewed the completed project on this date, _____, as to compliance with the provisions and agreements contained within this application and hereby grants final approval.

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