

# Annual Registration Associations

Date

Jefferson County Planning & Zoning, 100 Jefferson County Pwky., #3550, Golden, CO 80419 • 303-271-8700, Fax: 303-271-8744 • <http://planning.jeffco.us>

Please save this form to your computer first then fill it out using Adobe Reader. Save you changes and e-mail the filled form to: [pzadmin@jeffco.us](mailto:pzadmin@jeffco.us)

Name of Association  Please attach the association's Articles of Incorporation for initial application.

## Referral Contact *Where do you want the Planning and Zoning Referral Packets sent?*

Persons Name  Phone  E-mail (required - notifications will be sent by e-mail)

Mailing Address  
 Street  City  State  ZIP

Please provide contact information for a secondary contact. (In the event the Planning and Zoning Division received returned mail, we may need a secondary contact.)

Persons Name  Phone  E-mail (required - notifications will be sent by e-mail)

Mailing Address  
 Street  City  State  ZIP

Are you interested in receiving the Jefferson County e-mail newsletter?  Yes  No

Who is designated to testify at Public Hearings? Please attach Board Resolution or documentation designating the representative that will testify at public hearings. Persons Name

## About Your Association

List all Board members and attach the Board Resolution or documentation electing the Board members.

President <input type="text"/>	Treasurer <input type="text"/>	Other <input type="text"/>
Vice President <input type="text"/>	Secretary <input type="text"/>	Other <input type="text"/>

When do you Elect new Board Members?

- January
- February
- March
- April
- May
- June
- July
- August
- September
- October
- November
- December

How often do you hold association meetings?

- Monthly
- Yearly
- Only as needed
- Other

Does your HOA have covenants?

- Yes  No

Are the covenants . . .

- Legally Binding
- In Effect
- Expired
- Other

What is your HOA's Web site address?

How many households are represented by this HOA?

**NOTE:** The document you are filling out may be a "public record" pursuant to the Colorado Open Records Act. As a result, this information may be available to public inspection by any person as required by applicable law. The County cannot guarantee that your information will not be provided to members of the public requesting such information. E-mail addresses provided below will only be used by Jefferson County for the purpose of electronic communications related to this applications in the general vicinity of the organization listed.

### Geographic Boundaries

The notification requirement for a development proposal is based on the geographical location of the proposed development in relation to the HOA boundary. For that reason it is very important that the boundaries of the HOA be accurately entered into the Planning and Zoning notification database. Please outline the HOA boundaries on a map or drawing of the area and attach the map to this registration form. Alternatively you can fill this form out, save it, then e-mail it and an electronic version of your map to [hoaemails@jeffco.us](mailto:hoaemails@jeffco.us). If you need assistance creating the map, please contact Planning and Zoning. Providing the additional information below may also help to make sure that the HOA is properly mapped:

Subdivision Name

North boundary <input type="text"/>	East boundary <input type="text"/>
South boundary <input type="text"/>	West boundary <input type="text"/>

Boundary Description