Leona's Rolling Meadows
Architectural Review Committee (ARC)
Plan Approval Request Form

Project Details

Requestor: _____ Request Date: ___/___/_____

Address: _____ Lot #: _____

Day Phone: ( ) _____ Eve. Phone: ( ) _____

Fax: ( ) _____ Email: _____

Signature: _____

At least two weeks should be allowed for approval from the date of receipt of this request. The following type of improvement/design/change is hereby requested (check applicable items). If more than one improvement is requested, describe all using additional sheets as necessary.

☐ Landscape Wall ☐ Swimming Pool/Hot Tub ☐ Swing set/Playhouse ☐ Shed

☐ Fencing ☐ High voltage lighting ☐ Satellite Dish/Antenna ☐ Basketball hoop

☐ Other _____ _____ **Proposed Completion Date** ___/___/_____

Please describe improvement(s) in detail (attach photos, brochure, drawing/diagram as necessary):

_____

_____

_____

Please attach the following ***required*** items:

☐ Two (2) copies of the Plat of Survey, with item(s) shown on it;
☐ Two (2) copies of the Contractor's plans/proposal/specs ;
☐ Drawing/Rendering "to scale" of the proposed item(s)

ARC Review Status

Date Received:_____

☐ **Approval has been granted for the use and location only**. Approval does not constitute any review or approval as to the adequacy or sufficiency of the design of the structure itself. For your own protection, it is recommended that a Certificate of Liability Insurance and Contractor License Number (if applicable) be obtained for your records. In addition to this approval, the Owner must comply with any and all State and Local rules and regulations. A building permit may be required for the work to be performed.

☐ **Special Conditions**. The following additional conditions shall also apply:_____

_____

☐ **Revise & Resubmit**. Please revise your request and resubmit per the following:_____

_____

☐ **Rejected**. Your request cannot be approved for the following reason:_____

_____

Reviewed by:

_____ _____ _____ _____

Signed *Date* *Signed* *Date*

Return to: Leona's Rolling Meadows HOA
6465 87th Ave
Kenosha, WI 53142

arc@lrmhoa.org (email requests)
262.997.1069 (fax requests)
262.997.1069 (voicemail for questions)