

Request Form

Building Plan Review

Sylvan Meadows Architectural Control Committee

Property Owners Name: _____ Phone # _____ e-mail _____

Builders Name: _____ Phone # _____ e-mail _____

Lot Number: _____ Filing Number: _____

Date of Submittal: _____

Owner: Submit the following with this form:

- A. Two (2) copies of a sketch map drawn to scale showing the exact location on the lot of all proposed improvements (house, well, septic field, other buildings, barn/corrals even if only contemplated for the future). Exact proposed setbacks from lot lines must be delineated. Access routes (driveways) to proposed structures and any clearing, plantings or fencing must be included. Topographic maps showing terrain lines are recommended.
- B. Two (2) complete sets of construction plans for building(s), detailing floor plan, elevation, site location, and exterior building materials.
- C. Color samples of all exterior materials including, but not limited to roofing material, siding material, stone or brick and trim paints.

Note: According to the Sylvan Meadows Covenants the ACC may take up to 30 days after receiving this written request to approve or disapprove submissions. If disapproved the ACC may take 30 additional days to consider any resubmitted plans.

It is the intent of the ACC to act as expediently as possible. However owners and builders must be aware that the ACC members are volunteers and therefore plan accordingly.

Property owner's signature(s)

ACC Action:

Approval Date: _____

ACC Committee Signatures: _____

Additional information needed before approval can be granted: **None**

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