WESTWOOD HILLS HOA USE ONLY:
Date Received: _____ Received By: _____

WESTWOOD HILLS

Update/Revision Request
For Previously Approved Application

Please submit this application and required attachments by e-mail to
westwoodhillshoaac@gmail.com, or by mail to
Westwood Hills HOA Architectural Committee, c/o Phoenix Management
2736 Rawhide Lane, Lawrence KS, 66046
Melissa Hickam, Property Manager 785-766-9078

Property Owner/Applicant: _____
Property Address: _____
Mailing Address: _____
Home/Work/Cell Phone: _____
E-mail: _____

DIRECTIONS TO OWNER/APPLICANT FOR REVISING APPROVED PLANS

Any changes to plans after having been "Approved" MUST BE submitted to the Architectural Committee in the manner outlined above. It will not be necessary to submit a complete set of plans, only a copy of the affected sheets. Again, the Committee will notify you in writing whether proposed changes have been "Approved," "Approved with Exceptions," or "Not Approved."

The project must be completed pursuant to the "Approved" plans. No individual member of the Architectural Committee has the authority to approve changes. Any and all changes must be submitted and approved in writing.

1. ATTACHMENTS

Select all that are included with application:

- ☐ Site plan
- ☐ Photograph(s)
- ☐ Product brochure(s)
- ☐ Paint chip(s)
- ☐ Landscape plan
- ☐ Scaled elevation(s)

☐ Irrigation plan ☐ Other

2. Description of Update/Change

Please provide as much detail as necessary to understand the scope of the requested change or update to the original application. If product or model name/number(s) are not available, it is acceptable to submit photographs, drawings, or brochures with pictures of the product(s) to be used. Attach additional pages as necessary.

Applicant's Signature _____ Date _____