CRENSHAW MANOR ACC Application Instructions

Application Instructions

• Print a copy of the "Crenshaw Manor Architectural Control Committee Application for Permit Approval", which is available on the CMHOA website. Contact the Architectural Control Committee Chair if you do not have internet access and need a printed Application.

• Complete the form in its entirety, being sure to include your contact information. Clearly describe the construction activities for which you are submitting your request, including your anticipated completion date. If your Application involves New Construction or Tree Removal, please attach a required Site Plan.

• Sign and date the form and submit to crenshawmanoracc@gmail.com OR drop off the form in the ACC Chair's mailbox listed on the CMHOA website.

• The Chair of the Architectural Control Committee will contact you to schedule an onsite review of the application if necessary.

• Following the onsite review, the Architectural Control Committee will consider approval of your request, based on its compliance with the appropriate protective covenants, and respond to the property/homeowner accordingly.

It is the Architectural Control Committee's desire to approve as many Applications as possible and as quickly as practicable. Submitting a detailed and complete Application will minimize the need for the Architectural Control Committee to secure additional information to complete the Approval process. Please contact the Chair of the Architectural Control Committee if you need assistance completing your application.