



Architectural Review Application Wicksfield Homeowners Association, Inc.

Homeowner(s): _____ Lot: _____ Phase/Sec: _____

Address: _____ Home Phone: _____

Mailing Address: _____ Cell Phone: _____

(if different) _____ Email: _____

Instructions:

The Declaration of Covenants requires that you submit to the Architectural Review Committee for approval of all proposed exterior additions, changes or alterations to your house and lot. In order to be considered by the Architectural Review Committee, your application must include detailed information describing the proposed change (typically plans and specifications, including sketches, photos, catalog illustrations, etc. showing the nature, kind, shape, color, dimensions, and materials being used) You must also include a copy of the lot survey with the location of desired changes marked. Make sure your application is complete. An application submitted without all required submissions will be considered incomplete. In such case, the Architectural Committee's review period will not commence until all required submissions have been provided. Other exhibits may be requested to permit adequate evaluation of the proposed change. If you have any questions regarding the required submissions or the application process, you are advised to seek guidance from the Architectural Review Committee. prior to submission of an application. (archreviews@mywicksfield.com)

Description of Proposed Change: (Please print or type)

Describe all proposed improvements, alterations, or changes to your lot or home as well as the purpose for the changes.

ESTIMATED STARTING DATE: *(Must be after approval):* _____

ESTIMATED COMPLETION DATE: _____

Neighbors' Acknowledgments:

You are requested to obtain the signatures of all lot owners whose lots are adjacent to your lot. Signature by your neighbors indicates an awareness of your proposed change and does not constitute approval or disapproval on their part.

Name: _____ Name: _____

Address: _____ Address: _____

Signature: _____ Signature: _____

Contractor Information: (please note if you are doing the work yourself)

Name: _____ Phone: _____
 Address: _____ Email: _____
 _____ License #: _____

Owners' Acknowledgments:

I/we understand and agree: *(please initial)*

1. ____ that approval by the Committee shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
2. ____ that approval by the Committee shall in no way be construed as to pass judgment on whether the proposed change being reviewed is in compliance with the applicable building and zoning codes of the county in which the property is located.
3. ____ that approval of any particular plans and specifications or design shall not be construed as a waiver of the right of the Committee to disapprove such plans and specifications, or any elements or features thereof, in the event such plans are subsequently submitted for use in any other instance.
4. ____ that no work on the proposed change shall begin until written approval of the Committee has been received by me; that, of work is begun prior to approval, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred.
5. ____ that there shall be no deviations from the plans, specifications, and location approved by the Committee without prior written consent of the Committee; any variation from the original application must be resubmitted for approval.
6. ____ that I authorize members of the Committee or managing agent to enter upon my Property to make one or more routine inspection(s).
7. ____ that construction or alterations in accordance with the approved plans and specifications must commence within 6 months of the approved date of this application and be completed within 12 months of the approved date, otherwise the approval by the Committee shall be deemed conclusively to have lapsed and to have been withdrawn.
8. ____ that it is my responsibility and obligation to obtain all required building permits, to contact Miss Utility, and to construct the improvements in a work like manner in conformance with all applicable building and zoning codes.
9. ____ that I am responsible for any damage and all cost to repair green space or community property that results from the proposed modification including damage caused by any contractors on my behalf and/or areas that need to be re-stored to their original state.

Owner/Applicant Signature: _____ Date: _____

Co-Owner/Applicant Signature: _____ Date: _____

Please submit completed application with required attachments via email to the Architectural Committee for review at: archreviews@mywicksfield.com

Required Attachments:

Descriptive information (plans and specifications, sketches, photos, catalog illustrations, etc. showing the nature, shape, color, and materials being used) and a copy of the lot survey with the location of desired changes marked.