**ARCHITECTURE REVIEW APPLICATION**

Fernwood Acres Homeowners Association

P.O. Box 383

Mt. Washington, KY 40047

[FernwoodAcresHOA@gmail.com](mailto:FernwoodAcresHOA@gmail.com)

**FILL OUT COMPLETELY**

Please submit this application, diagrams, or drawings, and plat plans to the Board of Directors for Fernwood Acres Homeowners Association via mail or email at either of the above addresses.

**REQUEST WILL NOT BE CONSIDERED UNLESS COMPLETE.** The Board of Directors for Fernwood Acres will review this application and approve or disapprove within (2) weeks of confirmed receipt of application by the Board.

**PLEASE REVIEW THE COMMUNITY’S GOVERNING DOCUMENTS BEFORE SUBMITTING THIS FORM**

If you have any questions regarding the governing documents, please email the Board.

**Property Owned By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I WISH TO RECEIVE NOTIFICATION OF APPROVAL/DISAPPROVAL BY (Please Select One Option):**

**Email: \_\_\_\_\_ Fax: \_\_\_\_\_ Postal Mail: \_\_\_\_\_**

**EVALUATION:** (Sketch design and description if necessary; manufacturers literature is welcome)

1. Indicate an anticipated start and completion date; changes/additions must be completed within 30 days of project start date.
2. Include front and side view elevations with dimensions.
3. Include location and depth of any required cuts or fills in the soil.
4. Show the location of any existing utilities or drainage courses (if applicable or in close proximity)
5. Utilities must be marked by contractors before any digging is permitted.
6. Secure building permit(s) required (if applicable)
7. Association is not responsible for fence removal/deconstruction by officials/entities exercising rights to easements.
8. All fences must be constructed so that the finished side faces outside perimeter and follows governing documents.

**NATURE OF IMPROVEMENT: Attach plat plan, diagrams, or drawings- Click on Textbox to type**

**CONTRACTOR NAME AND PHONE NUMBER (if applicable): Click on Textbox to type** 

**TYPE OF MATERIAL, DIMENSIONS, COLOR (if applicable): Click on Textbox to type**

**LOCATION OF ADDITION/CHANGE: Attach a plat plan of lot showing location of home and proposed addition and change**

**ESTIMATED START DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ESTIMATED END DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NOTICE: Approval of any addition/alteration/change/structure by the Board is in no way a certification that the structure has been constructed in accordance with government rules or codes.**

Signature of Applicant Date

|  |
| --- |
| OFFICE USE ONLY  Approved/Denied by DATE  Fernwood Homeowners Association  Board of Directors  Additional Remarks:  Date Received:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Response Deadline:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |