

Bersot Crossing HOA Architectural Approval Form

- Allow thirty (30) days for approval process. If a recommendation has not been received within thirty days, it should be considered denied.
- All proposals **MUST** include a Surveyor's/Plot Plan with area of proposed change clearly marked as well as photos of the proposed improvement.
- Homeowner is responsible for obtaining any necessary building permits.
- You may apply for more than one change per form (i.e., a fence and a deck)
- No Architectural Approval Form will be approved when the homeowner is delinquent on Regular or special assessment or is non-compliant with any rule or regulation within the by-laws or covenants.

Name _____ Lot Number _____

Address _____

Phone _____ Email _____

Please describe the change in detail including proposed structure, materials to be used and/or size (height) and square footage.

List any required building permits. _____

ADDITIONAL INFORMATION FOR STORAGE SHEDS

Will the foundation be constructed of concrete? _____

If not, explain why: _____

Storage Shed color and roofing materials must match those of the house

Color of Storage Shed: _____

Roofing Material Type: _____ (i.e. shingles)

As marked on your plot plan, does this addition/improvement extend into any Common Area, Drainage, Utility, or Sewer Easement, Landscape or Lake Easement? _____

Who will be performing the work? _____

What is the proposed start date? _____

Does your property border a lake or common area? _____

By signing below, I understand that I am required to obtain Board approval before making any improvements/additions to my home by the Covenants and Restrictions. I acknowledge my obligation to allow sufficient time for the processing of my request.

Signature _____ Date _____

Architectural Approval Waiver

By signing below, I acknowledge and agree to all of the following:

1. I am required to obtain architectural approval before making any improvements or additions to my home.
2. I am obligated to allow sufficient time for the processing of my request.
3. I have read and will fully comply with the Declaration and the Design Guidelines in their entirety. It is my responsibility to research and adhere to all guidelines specified by the Design Guidelines. Bersot Crossing Architectural Review Committee or Board shall not bear any responsibility for ensuring the structural integrity or soundness of approved construction or modifications, nor for ensuring compliance with building codes, zoning or PUD ordinances, and/or other governmental requirements.
4. Prior to excavation, I am responsible for location of all underground utilities. Digging should not commence until underground utility locations are marked.
5. I am responsible for all clean-up of the project. I will make sure that all debris, sod, soil, are removed and hauled to the proper waste sites.
6. If the project causes injury to or encroachment upon adjacent property or public property, I am responsible for any necessary repairs and the removal of any encroachments.
7. I am responsible for damages to residential irrigation systems that may result from the project.
8. I acknowledge that if any work does not conform to the approval of the Bersot Crossing Architectural Review Committee or Board to the Design Guidelines, I am liable for all costs necessary to bring the work into compliance. This approval action does not relieve me from any Covenant or By-law requirement(s).

Signature: _____ Date: _____

Return to: info@bersotcrossing.com

Or mail to:
Bersot Crossing Homeowners Assoc.
P.O. Box 1223
Brownsburg, IN 46112

ACR SUBMISSION CHECKLIST

- ____ Completed Architectural Review Form and Waiver
- ____ Plot plan with drawing/location of proposed area of change.
- ____ Drawings of project
- ____ Picture of proposed materials to be used in proposed improvement.
- ____ Permits (if required)

ADDITIONAL DOCUMENTATION

- ____ FENCE REVIEW APPLICATION from Town of Brownsburg is required for fence installation.
- ____ ACCESSORY STRUCTURE PERMIT from Town of Brownsburg is required for storage shed.