

**The Estates at Pembroke Park Owners' Association, Inc
10026–A S. Mingo Road, PO Box # 183, Tulsa, OK 74133**

Dear Homeowner:

The Estates at Pembroke Park Owners' Association utilizes Restrictive Covenants containing necessary regulations designed to protect the harmony and tranquility of the community. In addition, these rules help maintain the curb appeal, which helps to enhance property values. As a member, it is your obligation to comply with all of the documents for your community.

As a reminder to new members of the Association, the Architectural Design Committee (ADC) must be contacted before undertaking any new improvement project resulting in a change to the appearance of the external structure or parcel of your property. ADC approval is required for all additions, improvements or changes to resident's property, including new fences, moved fence lines, driveway modifications, permanent walkway additions, storage sheds, decks, pools, pergolas, changes to window style, changes to exterior paint color, changes to roof shingle color and the like.

Please note, maintenance projects resulting to no change in appearance (re: repainting or restaining using original colors; re-roofing with shingles of the same brown color tone) do NOT require ADC approval. Similarly, changes to landscape design or plantings do NOT require ADC approval.

Application: Please complete the attached application.

Description of the project(s)

- A complete description of the materials to be used
- The finished dimensions
- For exterior painting, a chip/sample of the proposed color (only if changing the original paint color(s)).

Site Plan (see example on following page): Please provide a simple footprint drawing of where the work will be located on your lot in relation to your lot lines and home, dimensions, distances in conjunction with other items on the lot, and setbacks from the lot line.

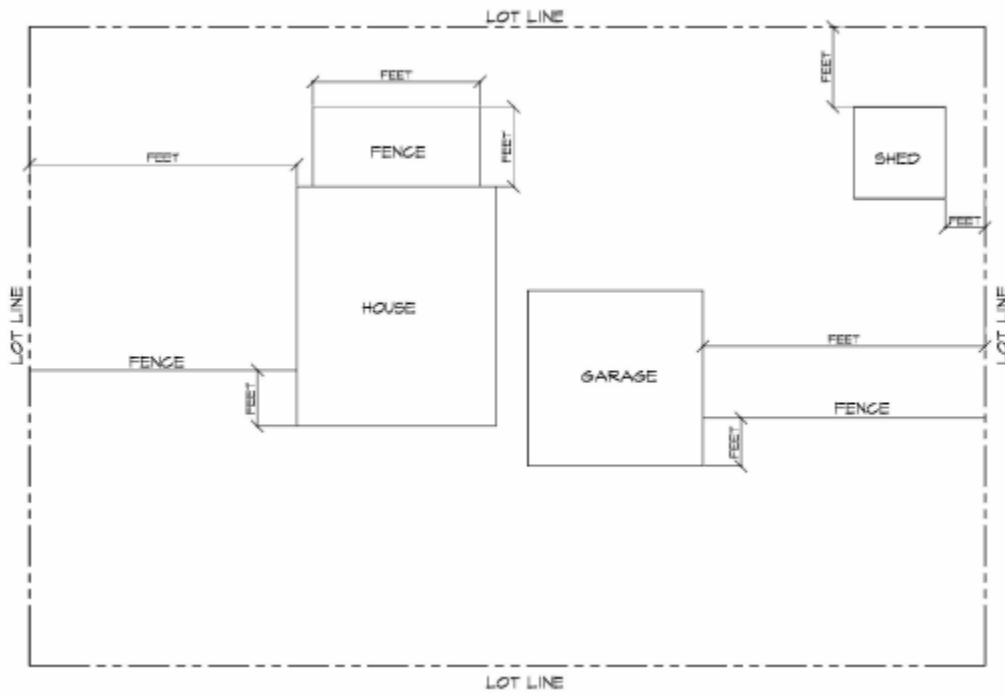
Submit: You can mail or email the completed application along with any additional items. To expedite the approval process, email is suggested.

**Brad Cantrell
Estates at Pembroke Park, ADC
Broken Arrow, OK 74012**

Email: becantrell@hotmail.com

If being sent by way of email, the available programs are Microsoft Word, Publisher, and Adobe Acrobat.

Example of Site Plan for a shed, fence and deck project



Architectural Design Application Form

Applicant Information

Date Submitted: _____

Applicant Name: _____

Address: _____

Lot #: Phase: _____

Day Phone: _____ E-Mail Address: _____

Project Description

Modification Type: _____

Planned Start Date: _____ Expected Completion Date: _____

Contractor: _____

Phone: _____ E-Mail Address: _____

Attachments: _____

Note that all construction and installation of any improvements shall comply with local, state, and federal building and land use regulations. Compliance with these regulations is the responsibility of the homeowner. This review and approval is not a review, nor an approval, for compliance with any local, state or federal building or land use regulations. Building, electrical, or plumbing permits may be required. The determination of the necessity of any permits is the responsibility of the homeowner. Obtaining any necessary permits is the responsibility of the homeowner. Changes to the proposed plan necessitated by permits or compliance with local, state, or federal building or land use laws are subject to additional review by the Architectural Design Committee (ADC).

Please submit this application to the Architectural Design Committee at least **14 days** prior to beginning your project. The ADC will do all it can to have your application review in a timely manner so as not to impede the timely completion of your project.

ARCHITECTURAL DESIGN DECISION

Approved

Approved w/ conditions

Disapproved

Comments or Conditions to Approval:

Signature: _____ Date: _____