

APPLICATION FOR ARCHITECTURAL HOME IMPROVEMENT

The property owner(s) must complete this application in detail, and will be denied if information is missing or incomplete. Properties with an outstanding balance and no payment arrangement will be immediately denied until rectified.

Homeowner Name (s) _____

Property Address _____

Home Phone Number _____ Mobile Number _____

Email _____

1. Briefly describe the improvement/change, that you propose to make.

2. Locations of the improvement/change (check all that apply)

☐ Front of the house ☐ Roof ☐ Driveway: ☐ Fence
☐ Back of the house ☐ Garage ☐ Side of the house ☐ Other _____

If painting, PLEASE include paint/stain sample.

Brick Color: _____
Current/Proposed

House Color: _____
Current/Proposed

Trim Color: _____
Current/Proposed

Garage Door Color _____
Current/Proposed

3. Who will do the actual work on this improvement?

☐ Homeowner ☐ Contractor _____
Contractor Name & Phone Number

4. A specific and itemized list of materials must be submitted along with samples (i.e. paint, stains, wood, cement, etc.)

5. Construction Start Date _____ Estimated Completion Date _____

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Instructions:

1. A copy of your lot survey with the improvements drawn in, **must** accompany this application.
2. Indicate the exact location of the improvements with the distance from each property line.
3. Show dimensions such as height, length, and width.
4. If improvements will be placed on a concrete foundation/slab, please indicate the size.
5. Include paint sample where appropriate
6. Point out any other important features.
7. Please use additional paper if necessary.

I understand no architectural changes may begin until I receive written approval of the changes requested on this form. Any changes not approved will result in fines against the property and immediate action including, but not limited to removal of improvement at the homeowner's expense.

Property Owner Name

Property Owner Signature

Date

DO NOT WRITE BELOW THIS LINE

☐ ARC Approved ☐ ARC Denied

Signature

Date

Reason for denial:	
What is needed to re-apply for ARC approval:	