

REQUEST FOR ARCHITECTURAL APPROVAL

I. Request Submitter Information

Name	
Address/Unit #	
Phone	
Email	
DATE Submitted:	

II. Requested Change (please check)

Addition		Gazebo/Playhouse	
Porch		Exterior Paint	
Shed		Fence	
Deck/Patio		Landscaping	
Satellite Dish		Hot Tub	

Other change (please specify): _____

III. Specific Description of Improvement, Modification or Change

NOTE: ALL INFORMATION IS REQUIRED
FOR APPLICATION TO BE CONSIDERED COMPLETE.

Location on property-specify	
Size/dimensions of modification	
Color	
Materials	
	<i>Note: ALL wood used MUST be pressure treated</i>
Estimated Dates	Starting: _____ Completion: _____
	<i>Starting date must be at least 30 days after submitting application</i>
Contractor Name, Address & Phone (if applicable)	

Application continued on next page

IV. Required Attachments ***NOTE: All documents must be included with the application in order for request to be considered 'complete'. Incomplete applications will be returned and will***

not be forwarded to the Board/ARC Committee until complete.

1. COPY of recorded property survey with detailed measurements of location of proposed changes or additions clearly shown.
2. Photos of samples of structure requested (hand drawings NOT acceptable)
3. Detailed plans or drawings including 3 views (front, top, side); must show architectural detail
4. Landscaping details (types of plants, quantities, additions, removals)

Please Note:

- The Architectural Review Committee reserves the right to request more information to clarify this application.
- Installation prior to proper approval is not in accordance with the Association's Covenants, Conditions, and Restrictions and may result in violations and/or fines.
- Approval by the ARC does not in any way guarantee approvals by the City, County, or any other such agencies and all such approvals or permits are the responsibility of the applicant.
- **The ARC has 30 days from receipt to respond to your request, *unless otherwise stated in your Association's Covenants, Conditions and Restrictions*. The process does not begin until all required documents are received by the ARC.**

Please send completed application directly to your Board of Directors at:

For Architectural Control Committee Use Only:

Date ARC recd completed app.			
Date completed app reviewed			
Date homeowner notified of decision			
ARC DECISION	Approved	Conditional Approval	Unable to Approve
REASON for application decision			