

ARCHITECTURAL MULTIPURPOSE REQUESTS

To be considered as complete, and to be accepted for review by the TRCA Architecture Committee, Architectural Multipurpose Request Forms:

- ❖ Must be signed & dated by the Homeowner.
- ❖ Must include:
 1. Photos, blueprints, or drawings that clearly show the current area that is proposed to be modified (“before” pictures).
 2. Detailed drawings or blueprints of the proposed alteration that specify all dimensions, materials to be used, placement, including any proposed structures or equipment (e.g. decking, pony walls, pergolas, HVAC units, pool/spa equipment, barbecues, etc.);
 3. Manufacturer’s cut sheets (documents providing specifications, dimensions, performance ratings, and installation details) and color samples for all materials;
 4. Confirmation of contractor licenses, bonding and insurance, and all relevant/required municipal permits.
 5. If the proposed change includes **landscaping**:
 - Landscape plans including plant placement, both botanical and common names of plants, and details of planned irrigation/drainage;
 6. If the proposed change includes **exterior lighting**:
 - A completed/signed TRCA "ARCHITECTURAL REQUEST – Exterior Lighting and/or Security Cameras" form (available on the Documents/Forms page of the TRCA website at <https://troonridge.net/home> or <https://homeowners.cityproperty.com>) with full supporting information per the included detailed guidelines (e.g., layout diagrams including fixture placement/mounting heights; fixture information/cut sheets including light output, color, and shielding; and projected light trespass, if any).
 7. If the proposed change includes a **dumpster or porta-pot** to be placed in the driveway:
 - dates for delivery and removal (not to exceed 3 weeks; if duration exceeds 3 weeks, resubmit).