

**LAING'S FIRST EDITION- ONTARIO HOA  
ARCHITECTURAL REQUEST/ HOME IMPROVEMENT FORM**

Name: \_\_\_\_\_

Daytime contact #: \_\_\_\_\_

Property Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing Address if different: \_\_\_\_\_

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**PROJECT(S) SUBMITTED FOR APPROVAL *(check all that apply)***

**ARCHITECTURAL**

**LANDSCAPE/HARDSCAPE**

**INSTALLATIONS/EQUIPMENT**

☐ Awning  
☐ Decks (wood)  
☐ Gazebo  
☐ Doors  
☐ Patio Cover  
☐ Rain Gutters  
☐ Screen Door  
☐ Security Screen Door  
☐ Windows  
☐ Tinted Windows

☐ Fencing/ Walls  
☐ Front  
☐ Side  
☐ Rear  
☐ Retaining  
☐ Drains

☐ Air Conditioner  
☐ Garage Door  
☐ Built in BBQ  
☐ Lighting (exterior)  
☐ Satellite Dish

Other: \_\_\_\_\_

**PLEASE INCLUDE 1 SET OF DRAWINGS THAT SHOW DETAILS OF SIZE, DESIGN, COLOR, MATERIALS, AND LOCATION OF IMPROVEMENT. (NO DRAWING NEEDED FOR SATELLITE DISHES)**

***DO NOT WRITE BELOW THIS LINE (For Committee Use Only)***

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The Architectural Committee/ Board of Directors has determined that the above submittal is:

☐ ☐ Approved      ☐ ☐ Approved with Conditions      ☐ ☐ Disapproved as Submitted

- ☐ See notes on submitted plans
- ☐ Please see additional comments
- ☐ Maintain existing drainage pattern or provide alternative correction
- ☐ Resubmit plans with additional dimensions and elevation
- ☐ Do not pour concrete against existing fence
- ☐ No raised planters against existing wall/fence (12" maximum soil retained)
- ☐ Submit originally reviewed plans with revised drawings
- ☐ All lighting must be low wattage
- ☐ \_\_\_\_\_ must be painted to match existing
- ☐ Resubmit with additional details regarding \_\_\_\_\_

COMMENTS: \_\_\_\_\_

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**LAING'S FIRST EDITION HOA BOARD OF DIRECTORS/ARCHITECTURAL REVIEW COMMITTEE**

DATE: \_\_\_\_\_

INITIAL: \_\_\_\_\_

DATE: \_\_\_\_\_

INITIAL: \_\_\_\_\_

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