

# DEL SOL HOMEOWNERS ASSOCIATION

## ARGHITECTURAL CONTROL REQUEST FOR EXTERIOR ALTERRATION

Please do not start work until an approval is received from the ACC

Date: \_\_\_\_\_

Owner: \_\_\_\_\_

Phone: \_\_\_\_\_

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

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

Name of Contractor and phone number: \_\_\_\_\_

Please complete this form in its entirety and review checklist on second page. Indicate the desired alteration below and provide full details of purpose and/or reason, type of materials and color(s) to be used and location on property. Please note the setbacks/ measurements of the improvement structure to all property lines. A sketch of any improvements must be on a property plot plan indicating the location, setbacks and details to the home and property lines. Attach additional details, sketch to scale or architectural plan, materials, photos, specifications, etc. Homeowner is solely responsible for obtaining all necessary state or parish permits. Once all necessary information is received, the committee will review and provide a written response within 30 days.

- |   |                                 |  |   |
|---|---------------------------------|--|---|
| <input type="checkbox"/> Addition       | <input type="checkbox"/> Cabana | <input type="checkbox"/> Driveway Bulkhead | <input type="checkbox"/> Driveway Extension |
| <input type="checkbox"/> Exterior Paint | <input type="checkbox"/> Fence* | <input type="checkbox"/> Gutters           | <input type="checkbox"/> New Construction   |
| <input type="checkbox"/> Pergola/Patio  | <input type="checkbox"/> Pool   | <input type="checkbox"/> Roof/Shingles     | <input type="checkbox"/> Shed               |
| <input type="checkbox"/> Siding         | <input type="checkbox"/> Stucco | <input type="checkbox"/> Hardscapes        | <input type="checkbox"/> Other _____        |

\* If this application is for a fence and there is any confusion as to fence ownership, please contact GSPM for assistance. All new fences must use cedar wood.

Please return completed form and supporting documentation to:

Gulf South Property Management

381 Hwy 21, Suite 204, Madisonville, LA 70447

Office: 985-200-0660 Email: [acc@gspmla.com](mailto:acc@gspmla.com)

Applicant Signature: \_\_\_\_\_

*This section to be completed by Del Sol Homeowners Association Architectural Control Committee*

Decision on Request:      Approved: ☐      Not Approved: ☐

ACC Signature: \_\_\_\_\_ Date: \_\_\_\_\_

GSPM Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **CHECKLIST FOR ARCHITECTURAL EXTERIOR ALTERATIONS**

ALL INFORMATION MUST BE PROVIDED IN ONE SUBMISSION. FAILURE TO PROVIDE THE INFORMATION REQUESTED WILL DELAY THE RESPONSE. PLEASE BE SURE TO INCLUDE THE BELOW INFORMATION AS APPROPRIATE TO THE IMPROVEMENT:

- ☐ Sketch of improvement on your plot plan showing location of improvement to house, fence, etc.
- ☐ Setback measurements from the improvement to rear and side property lines. Please review Restrictive Covenants at [www.delsolcommunity.com/management-%26-files](http://www.delsolcommunity.com/management-%26-files)
- ☐ Colors of all exterior materials, including roof. Approved color choices can be viewed at [www.sherwin-williams.com/homeowners/color/find-and-explore-colors/hoa](http://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/hoa) If you wish you purchase paint from another supplier, please use Sherwin Williams' in-store paint chip samples to color match.
- ☐ Type of exterior materials to be used.
- ☐ Dimensions of improvement including height of structure.
- ☐ If painting exterior of house, provide paint color.
- ☐ If digging is required, contact [www.louisiana811.com](http://www.louisiana811.com) to mark underground utilities.
- ☐ Your submission of this application for fencing installation or modification indicates you have made your adjacent neighbors aware of planned fence.
- ☐ If alteration is a driveway extension or modification, culverts must not be blocked or impede drainage during or after project completion.