

Architectural Change Request Form

The Architectural Committee acts on change requests at its monthly meeting held on the third Tuesday of each month. You will be notified in writing when the application is either approved or denied.

Name: _____ Email _____

Property Address _____ Lot# _____

Mailing Address _____ City _____ State _____ Zip _____

Phone: Home _____ Cell _____

I hereby request your consent to make the following alterations, renovations and/or additions to my property:

Exterior Color Roof Landscaping/Lawn Tree Removal Fence Pool Other

Please submit the following with your application:

For any exterior color change (house, roof, etc.): a sample or color copy of the paint, shingle, or tile. For any alteration, renovation or addition to house or landscaping: a copy of your drawings/blueprints that show the locations of the proposed changes.

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

1. No work will begin until written approval is received from the Association.
2. All changes must conform to this approval and the Association's guidelines in accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations.
3. Work should be completed within 90 days of the approval date.
4. The Licensed Contractor or I, if serving as the contractor or doing the work myself will: - assure that all work will be performed in a manner that will minimize interference and inconvenience to other residents. - assume all liability and will be responsible for any and all damage to other lots and/or common area, which results from performance of this work. - will be responsible for the conduct of all persons, agents, contractors, subcontractors, and employees who are connected with the work being done. - ensure that all work will be done expeditiously once commenced and will be done in a professional manner. - be responsible for complying with all applicable federal, state, and local laws, building codes, regulations, and requirements in connection with this work and will obtain all necessary permits and approval for the work.

Owner Signature: _____ Date: _____

For Architectural Committee/VSC Use Only This Application is hereby: () Approved () Disapproved Date _____

Position _____ Print _____ Signature _____

Comments: _____

Date AC Received from Owner: _____ Date Decision Mailed to Owner _____

Date Decision Mailed to VSC: _____