

## Community Association - Architectural Review Application

**\*\*\*Please submit one application per request\*\*\***

Community Association: \_\_\_\_\_

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

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

Address of property Owner if different than above: \_\_\_\_\_

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

ITEMS:  Fence  Deck  Shed  Patio

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

Items to submit with application: (NOTE: If all items are not submitted with application, it cannot be processed)

- 1.) A site / plat plan of the property showing the proposed location of the improvement on the lot. If adjoining a fence to neighboring fence, a letter from the affected neighbor indicating agreement must accompany the application.
- 2.) A drawing or description of the improvement, including the type of material, color, etc., specification and size, in the case of a fence or deck a brochure or drawing of the style and indicate the height of fence or deck.
- 3.) If the improvement is a satellite dish, draw the location of the home on the plat and indicate where the dish is being installed.

Signature of Homeowner: \_\_\_\_\_

**(Please do not write below this line)**

PLEASE NOTE:

- \*\* Approval is good for 12 months from the date of the approved application. After 12 months, the application must be resubmitted.
- \*\* Any deviation from the originally approved plans **MUST BE RESUBMITTED** for approval.
- \*\* Architectural guidelines of your Community Association must be adhered to as well as city/county codes.

Application is:

- Initial Approval – Once your project is complete, you must inform Management in writing within 30 days so a follow up review can be scheduled to ensure the work is completed in accordance with the Initial Approval. After a satisfactory follow up review, the homeowner will receive the final application approval.
- Final Approval
- Final Approval with conditions/changes
- Disapproved
- More information is needed, please see below

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by: \_\_\_\_\_, Date: \_\_\_\_\_



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