

REQUEST FOR MODIFICATION REVIEW

Name _____ Date _____
Address _____ Home Phone _____
City/State/Zip _____ Office Phone _____
Community Name _____ Lot/Block _____

Please provide the Architectural Review Board with all information necessary to evaluate your request thoroughly and quickly. Requests must include, without limitation, the following information: site plan (including all dimensions), color chips (if applicable), detailed description of request, list of materials, pictures (if applicable), and any other information as specifically required below.

Description of Modification Requested:

Estimated Start Date _____ Estimated Completion Date _____

Acknowledgement of Adjacent Homeowners (**all homeowners sharing common boundary line**): This acknowledgment will be considered by the Architectural Review Board but will not be binding upon the Architectural Review Board. No application will be considered unless this section is completed.

Signature _____	Lot (____) Approve (____) Disapprove (____)
Signature _____	Lot (____) Approve (____) Disapprove (____)
Signature _____	Lot (____) Approve (____) Disapprove (____)

Under each of the most common headings below, all the items listed must be submitted. Please refer to the Covenants for other necessary information required for modifications such as detached structures, outdoor play equipment, pools, tennis courts, etc.

_____ **Patio or Walkway**

- _____ Lot survey denoting location
- _____ List of materials to be used

_____ **Exterior Decorative Objects, Front Porch Flowers Pots, Lighting, etc.**

- _____ Description of object _____
- _____ Location and picture or sketch of object _____

_____ **Garden Plot**

- _____ Location and size of garden
- _____ Type of plants to be grown

_____ **Playhouses**

- _____ Location (must have minimum visual impact on adjacent properties)
- _____ Size and sketch (limited to an area not to exceed 100 square feet)

_____ **Private Pool**

- _____ Picture of drawing of pool type
- _____ Dimensions (maximum size 1,000 square feet)
- _____ Color (must be blue or white)
- _____ Site plan denoting location
- _____ Type of lighting source
- _____ Landscape plan

Fencing

- _____ Picture or drawing of fence type
- _____ Dimensions (maximum height may not exceed six feet; maximum span between posts shall be 10 feet; maximum post size shall be 4x4 inches; must have two 2x8 rails or three 2x6 inch horizontal rails per section).
- _____ Material (must be constructed of white vinyl PVC material).
- _____ Site plan denoting location (fence may not be located closer to any street than rear edge of home. On corner lot, fence may not be closer to side street than building line of house. Please use copy of survey from your closing package). Crossbeam structure must not be visible from any street (must face inside toward yard).

Exterior Landscaping and Maintenance

- _____ Landscape plan denoting plan material and location

Deck/Porch

- _____ Picture or drawing (deck must match any existing deck).
- _____ Dimensions
- _____ Color (must be natural or painted to match exterior color of home).
- _____ Site plan denoting location (in most cases may not extend past sides of home).
- _____ Materials (must be cedar, cypress or No. 2 grade or better pressure-treated pine).

Exterior Building Alterations

Paint (submit only if other than original paint color)

- _____ Color and address of home with desired color used in or approved for this community.
- _____ Area of home to be repainted.
- _____ Photograph of your home plus homes on either side (in most cases adjacent homes cannot be painted the same colors).

Storm Windows/Doors

- _____ Picture or drawing of all windows/doors on which storm windows/doors will be installed
- _____ Picture depicting style of storm window/door to be installed.
- _____ Color (window/door trim **must** match existing materials of home)

Note: I understand and agree that no work on this request shall commence until written approval of the Architectural Review Board has been received by me. I represent and warrant that the requested changes strictly conform to the community design and that these changes shall be made in strict conformance with the community design. I understand that I am responsible for complying with all city and county regulations.

Neither the Association Board of Directors, the Association Architectural Review Board nor their respective members, Secretary, successors, assigns, agents, representatives or employees shall be liable for damages or otherwise to anyone requesting approval of an architectural alteration by reason of mistake in judgment, negligence or nonfeasance, arising out of any action with respect to any submission. The Architectural Review Board is directed toward review and approval of site planning, appearance and aesthetics. None of the foregoing assumes any responsibility regarding design or construction including, without limitation, the structural integrity, mechanical or electrical design, methods of construction, or technical suitability of materials. I hereby release and covenant not to sue all of the foregoing from/for any and all claims or damages regarding this request or the approval or denial thereof.

Owner(s) Signature _____ Date _____

Owner(s) Signature _____ Date _____

FOR ARCHITECTURAL REVIEW BOARD USE ONLY:

Date Received _____ Approved By: _____
Architectural Review Board Member

Approved _____ Not Approved _____ Conditions _____

Comments:

