



Architectural Approval Form

(Please be as detailed as possible, lack of information delays the process)

- ❖ Allow thirty (45) days for approval process
- ❖ All proposals **MUST** include a Surveyor's/Plat Plan with area of proposed change clearly marked
- ❖ Homeowner is responsible for obtaining any necessary building permits
- ❖ You may apply for more than one change per form (i.e., a fence and a deck)

Name _____ Lot Number _____

Address _____ Community _____

Phone _____ Email _____

Please describe the change or addition you are requesting, in detail, including proposed structure, materials to be used and/or size (height) and square footage. *Attach additional paper with detailed description if space below is insufficient.*

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List any required building permits. _____

As marked on you plat plan, does this addition/improvement extend into any Common Area, Drainage, Utility, or Sewer Easement, Landscape or Lake Easement? _____

Who will be performing the work? _____

What is the proposed start date? _____

Does your property border a lake or walking trail? _____

By signing below, I understand that I am required to obtain Board approval before making any improvements/additions to my home by the Covenants and Restrictions. I acknowledge my obligation to allow sufficient time for the processing of my request.

Please ensure to follow up on your submission if you do not get an acknowledgement of receipt within 72 hours. Together we can ensure no submissions fall along the wayside.

Signature _____ Date _____



Official Architectural Review
(Please do not write on this page)

Approved

Approved with restrictions _____

Deferred, additional information requested _____

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Denied _____

Committee/Board Signature: _____ Date: _____

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Return to:
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