



Improvement Request Application

HOMEOWNERS: Print 2 copies; complete all information including project completion date. Sign, date and submit the 2 copies along with all required documentation/samples, etc. to the ACC representative for your area. Allow 30 days for an ACC decision. Large projects will need to be submitted in phases.

Work is not to begin prior to Architectural Control Committee (ACC) decision.

Name: _____ Phone: _____

Address: _____ Lot #: _____

Type of Improvement	Required Information
<input type="checkbox"/> Exterior Painting	Paint chip or sample even if repainting using existing colors.
<input type="checkbox"/> Landscaping	Detailed drawings/elevations indicating all changes, designs and materials to be used.
<input type="checkbox"/> Change to House/Structures	Engineering drawings, architect's renderings for each elevation and materials to be used.
<input type="checkbox"/> Roofing	Roofing material (sample required)
<input type="checkbox"/> Other	Detailed information and plans to better understand the request. Material samples.

-----Samples-----

Siding Color	Trim Color	Accent Color	Roofing Material

Project Completion Date: _____

Homeowner's Signature: _____ Date: _____

Architectural Control Committee Decision

<input type="checkbox"/> Approved as Proposed	Approval Expiration Date: _____ <i>*Approvals are good for 90 days. Any change to the plan prior to or during the project must be resubmitted before proceeding with improvements.</i>
<input type="checkbox"/> Approved with Contingencies or Suggestions:	
Approval Expiration Date: _____ <i>*Approvals are good for 90 days. Any change to the plan prior to or during the project must be resubmitted before proceeding with improvements.</i>	
<input type="checkbox"/> Request Denied for the Following Reasons:	
ACC Member: _____ Date: _____	ACC Member: _____ Date: _____