

ARCHITECTURAL REVIEW / ARC APPLICATION

For HOA / ACC / ARC Review
Submit before work begins

Community: _____ Date Submitted: _____

1. OWNER / PROPERTY INFORMATION

Owner Name			
Property Address			
Mailing Address			
Phone		Email	

2. TYPE OF IMPROVEMENT REQUESTED

<input type="checkbox"/> Fence	<input type="checkbox"/> Pool / Spa
<input type="checkbox"/> Patio / Deck / Pergola / Gazebo	<input type="checkbox"/> Exterior Paint / Siding / Facia
<input type="checkbox"/> Landscape / Tree Removal	<input type="checkbox"/> Driveway / Walkway
<input type="checkbox"/> Play Structure / Basketball Goal	<input type="checkbox"/> Generator / Mechanical Equipment
<input type="checkbox"/> Roof Replacement/Roof Repair	<input type="checkbox"/> Other: _____

3. PROJECT DESCRIPTION

Describe the proposed improvement, including dimensions, location, materials, colors, and purpose:

4. REQUIRED ATTACHMENTS

<input type="checkbox"/> Plot plan / survey showing exact location of improvement	<input type="checkbox"/> Drawing, rendering, photo, brochure, or manufacturer specifications
<input type="checkbox"/> Dimensions, height, colors, materials, and finish details	<input type="checkbox"/> Neighbor acknowledgment, if required by governing documents or Board policy
<input type="checkbox"/> Contractor name and anticipated start/completion date, if known	<input type="checkbox"/> Any required city/county permits or approvals

5. PROJECT DETAILS

Estimated Start Date		Estimated Completion Date	
Contractor / Installer		Contractor Phone / Email	
Primary Materials		Primary Colors / Finish	
Height / Dimensions		Distance from Property Lines	
Permit Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Permit Attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

6. OWNER ACKNOWLEDGMENT

- I understand that no work may begin until written approval is issued by the Association, ARC, ACC, or Board, as applicable.
- I understand that approval is limited to architectural compliance and does not confirm structural soundness, drainage, property lines, easements, code compliance, or permit compliance.
- I am responsible for obtaining any required governmental permits and for ensuring the improvement is constructed as approved.
- I understand that any change from the approved plans must be submitted for additional review before installation.
- I understand that unapproved or nonconforming work may be subject to enforcement, including correction or removal at the owner's expense as permitted by the governing documents.

Owner Signature: _____ **Date:** _____

7. ASSOCIATION USE ONLY

Date Received		Complete Application?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Reviewed By		Review Date	
Decision	<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied <input type="checkbox"/> More Information Needed	Response Sent	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conditions / Notes			

Submit completed applications and attachments through the community portal or to the management office. Incomplete applications may delay review.