



ARCHITECTURAL COMMITTEE REQUEST FORM

Name _____ Day phone _____

Evening Phone _____

Best time to call _____

Fax _____

Address _____

Lot # _____

Email _____

Please describe the change in detail, including proposed structure, materials to be used and/or size (height) and square footage:

List any required building permits _____

Have you/your contractor received any/all required permits? Yes No

As marked on your plot plan, does this addition/improvement extend into any Common Area, Drainage, Utility, or Sewer Easement, Landscape or Lake Easement? Yes No

If "yes", how: _____

If the proposed project is an addition or alteration that would change the structural appearance of your residence, please attach the following information:

1. Plot plan indicating the location and dimension of the project.
2. Blueprints or working drawings indicating all necessary dimensions.
3. Color swatches/chips of the paint and/or stain to be used.
4. A photo or drawing of a similarly-completed project would be helpful and may speed the review.

Project Schedule:

What is the proposed start date? _____

Contractor Name/Contact Info:

**A PLOT PLAN INDICATING THE LOCATION AND DIMENSIONS OF THE PROPOSED IMPROVEMENT
MUST BE INCLUDED WITH THIS REQUEST. ALL SUBMITTED MATERIALS SHALL REMAIN THE
PROPERTY OF THE ASSOCIATION. WE ENCOURAGE YOU TO MAKE A COPY FOR YOUR PERSONAL
RECORDS PRIOR TO SUBMITTAL.**

Please submit this form to: Becky Harris
 Homes&Homesites Property Management
 7386 Business Center Drive, Suite A
 Avon, IN 46123
 Office (317) 272-5688
 Fax (317) 272-5698