

BRENTWOOD HOMEOWNERS ASSOCIATION

ARCHITECTURAL REVIEW COMMITTEE HOMEOWNER REQUEST FOR CHANGE

1. Name _____ Phone _____

Address _____

Date: _____ Lot#: _____

2. Briefly describe the proposed change (include dimensions) _____

3. Will there be change or modifications in basic utility services or existing structures to accommodate the proposed change? Please indicate.

	Yes	No		Yes	No
Electric	___	___	Exterior Walls	___	___
Telephone	___	___	Patio Fencing	___	___
Gas	___	___	Patio Slab	___	___
Water	___	___	Sidewalks	___	___
Sewage	___	___	Pavement	___	___
TV Cable	___	___	Other _____		

4. Please list below the major construction materials, which will be used in this project. Be as specific as possible. (Exterior materials must conform to those used on the original building or be sufficiently compatible).

5. Will any part of the proposed improvement extend beyond your property line?

Yes ___ No ___ If yes, please provide the name and address of the affected

Homeowner listed below.

Name _____ Address _____

6. Would any part of the proposed improvement extend into any Common Area, Utility, Drainage or Sewer Easement, Landscape Easement, Landscape Preservation Easement or Lake Easement shown on the plot plan of your lot?

Yes ____ No ____

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

- A. Blueprints or working drawings indicating all dimensions and elevations.
- B. If available, a photograph or drawing of a similar completed project.
- C. Color swatches/chips of the paint(s) and/or stain(s) to be used.
- D. If available, a photograph or drawing of a similar completed project.

8. Project schedule:

A. The work will be performed by:

____ Homeowner

____ Contractor Name: _____

____ Both

B. Please indicate the approximate time needed to complete the project, subsequent to the committee approval _____

C. Please indicate any building permits that will be required:

NOTE: A PLOT PLAN (SURVEY OF LOT) INDICATING THE LOCATION AND DIMENSIONS OF THE PROPOSED IMPROVEMENT MUST BE INCLUDED FOR ANY ARCHITECTURAL CHANGE REQUEST. THIS REQUEST FORM WILL BE RETURNED TO YOU WITHOUT APPROVAL IF A PLOT PLAN IS NOT INCLUDED.

NOTE: All submitted materials shall remain the property of the Association. You may wish to make a copy for your personal records.

I hereby acknowledge that I have read and understand the DECLARATIONS OF COVENANTS AND RESTRICTIONS for my community.

Homeowner's Signature _____

Date: _____

Please complete both pages and return to:

By Mail:

**Brentwood, HOA
1547 N State Street #210
Greenfield, IN 46140**

By Email:

arch@yourhoahelp.com

COMMITTEE ACTION:

- Approved as submitted
- Approved with conditions stated in comments
- Deferred
- Additional information required _____

 Other _____

 Denied

Comments:

Signed: _____ Date: _____

Brentwood Homeowners Association, Inc.
ACC chairman

Signed: _____ Date: _____

Brentwood Homeowners Association, Inc.
ACC chairman

Signed: _____ Date: _____

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ACC chairman

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