

Architectural Committee Request – Glenn Forest HOA

Home/Lot owner name

Street Address

Date

Phone number

Category of Improvement

Check one or more categories:

Landscaping (major elements)

New Home Const./addition/ mod.

Fence / wall

Patio

Satellite Dish

Other

All work must be done by a licensed & bonded contractor.

Checklist / items needed to proceed with request (in duplicate)

Please refer to covenants and clarifications regarding your request and submittal.

Site Plan copy (included in your closing documents)

Indicate location of exterior improvements on site plan (by dimensions from property line and house.)

New house Const / addition: include 1/8" (or larger) scale plan/sections/specs

Grading /landscaping plan

Include photos, brochure, technical /installation data & sketch of improvements

Would recommend lot surveyed before work is started & utility location

Clear concise written description:

Material listing:

Contractor:

Phone:

Construction must be started and completed within four months from approval date. Changes require approval before implementing. If the homeowner decides to delay the start of approved construction beyond four months, the homeowner is required to request a new review/approval.

Approved:

Date:

The approval is valid for four months

Denied:

Date:

Notes

Architectural Review:

Every owner who submits requests to the ARC Committee for approval agrees by submission of such plan and specifications that they will not bring any action or suit against the Association, its Board, the ARC Committee or Light Property Management.

Response to request within 30 days