

HOA MANAGEMENT

Architectural Committee application for improvement

****ALL projects must have approval prior to work being commenced****

Name: _____

Address: _____

Phone #: _____ Email: _____

All correspondence is communicated via email

Type of Project:

Variance Request	Addition	Solar Panels
New Home	Fence	Trash Can Screening
Garage	Paint Home	Pergola
Storage Building	New Roof	Landscape
Pool	French Drain	

Other: _____

Projected start date of project: _____ Projected end date of project: _____

INSTRUCTIONS: The homeowner will furnish the Architectural Committee with:

- (1) A completed application
- (2) A survey plat of the lot showing the approximate location and size of the proposed improvement project (not required for painting or roofing)
- (3) Drawing of proposed improvement project (blueprint required for a new home or addition)
- (4) Paint color strip or roofing sample for projects requiring paint or roofing materials that differ from the original home. The homeowner is responsible for obtaining the required city building permits and for adhering to all applicable building codes.
- (5) Please submit this application and all attachments to: HOAARC@bhscaliber.com

Variance Request Requirements:

1. Note the Deed Restriction-Article and Section that you are requesting a variance for
2. The application should provide the reason and detail for the Variance Request for the specific Deed Restriction Article and Section.
3. A unanimous decision by the Architectural Committee is required.

Description of Project and Material Used:

Please attach all relevant material & plans to best describe the change to your property.

**I acknowledge that I will follow the Architectural Committee process as outlined above.
I understand that construction cannot commence until I have received approval from the Architectural Committee.**

Owner Signature: _____ Date: _____

ARCHITECTURAL COMMITTEE DECISION:

APPROVE

DISAPPROVE

Reason for Disapproval:

Committee Signature: _____

Date: _____