



**ARCHITECTURAL CONTROL COMMITTEE (ACC)
APPLICATION FOR ALTERATIONS TO AN IMPROVED LOT**

Please refer to the Architectural Change Request Criteria (ACRC) and Declaration of Covenants, Conditions and Restrictions (CC&R) Sections 6 and 9 for guidance before altering an improved lot or common area. Homeowners are required to submit this form prior to the start of construction, installations or modifications to home or property.

Briefly describe the change requested below. If your request is for a structural alteration to your property, we require a detailed map of your lot, including home footprint, sidewalks, deck and patios, showing the location of the proposed alteration.

Name: _____ Address: _____
Phone Number: _____ Email: _____
Signature: _____ Date: _____

Within 48-hours, the ACC will provide an acknowledgment of receipt of the ACC Form to the Homeowner. CC&R’S Section 6.2 allows the ACC members to take up to 45-days to provide a determination for the request.

Any “approval” is subject to the Owner and its agents releasing the ACC and the HOA from any liability for noncompliance with the ACC Guidelines, Declaration, Bylaws or any applicable law in connection with the plans and specifications approved herein. To the extent any part of the plans and specifications approved herein are inconsistent with any part of the ACC Guidelines, Declaration, Bylaws or any applicable law, the ACC and the HOA do not waive or release any enforcement rights or claims.

For ACC or Board use only.
Date received: _____ Date Approved: _____ Date Denied: _____
Name of Board or Committee Member: _____
Signature of Member: _____ Date: _____