

RECEIVED BY: _____

DATE: _____



EXTERIOR CHANGE REQUEST

Name of Owner: _____

Address: _____

Telephone Number: _____ E-Mail: _____

Proposed Change:

- | | | | | | |
|--------------------------|--------------------------|--------------------------|------------------|--------------------------|--------------------|
| <input type="checkbox"/> | Exterior Painting | <input type="checkbox"/> | Fence | <input type="checkbox"/> | Pool/Spa |
| <input type="checkbox"/> | Landscaping | <input type="checkbox"/> | Roof Replacement | <input type="checkbox"/> | Patio/Patio Cover |
| <input type="checkbox"/> | Construction (Additions) | <input type="checkbox"/> | Generator | <input type="checkbox"/> | Window Replacement |
| <input type="checkbox"/> | Utility Shed | <input type="checkbox"/> | Solar | <input type="checkbox"/> | Driveway/Walkway |
| <input type="checkbox"/> | Gazebo/Pergola | <input type="checkbox"/> | Other: _____ | | |

Description of Change:

- If applicable, please include or attach:
- 1) Lot survey
 - 2) Color chips
 - 3) Contractor's drawing
 - 4) Sketch
 - 5) Permits
 - 6) Description of materials
 - 7) Dimensions to Lot Lines
 - 8) Contractor Name: _____
 - 9) Contractor Phone #: _____

Estimated Start Date: _____ Estimated Completion Date: _____

I understand the Architectural Review Committee is a group of volunteers in the community and will do their best to act as quickly as possible in their determination regarding my Exterior Change Request. I hereby certify that the proposed changes or improvements is in full compliance with the Declaration of Protective Covenants and the Architectural Policy Manual and currently adopted by the Ashmore-Tyler Homeowners Association, Inc. I understand that the decisions are determined concerning only my Exterior Change Request. I am responsible to obtain whatever permits and approvals which may be necessary to change or improve the property in accordance with the submitted request.

The Committee has 14 days from receipt to act on an Exterior Improvement Application. Approved Exterior Improvement Applications expire 90 days from Approval, unless extended.

Owner's Signature: _____ Date: _____

1. Approved 2. Approved with Conditions 3. Returned for Additional Information 4. Disapproved Conditions or Reason

Signature: _____ Date: _____

Architectural Review Committee Representative

Return the completed request to an Architectural Review Committee member.

Neighbor Signatures

(Neighbors' signature may be required to indicate they have been advised of proposed project)

Neighbor #1: _____ Date: _____

Neighbor #2: _____ Date: _____

Neighbor #3: _____ Date: _____

Periodic/Final Inspections

Inspection #1: Date: _____ Inspected By: _____

Comments: _____

Inspection #2: Date: _____ Inspected By: _____

Comments: _____

Final Inspection: Date: _____ Inspected By: _____

Comments: _____

The Architectural Review Committee will, as it deems necessary, inspect the work in progress and the completed work. These inspections are to confirm that the work is performed in accordance with the approved request and/or conditions.