



ARCHITECTURAL CONTROL REQUEST: DRIVEWAY EXTENSION & SIDEWALKS

Homeowner Request for Change

Please complete items 1-6 only.

1. Name _____ Date _____
Address _____ Phone _____
Lot Type _____ Lot Number _____

2. Check proposed improvement(s) to be completed:

_____ **Sidewalks & Walking Paths:** All sidewalks and paths shall be brick paver or poured concrete unless otherwise approved by the Committee for this project. Sidewalks may not exceed three (3) feet in width. All sidewalks must be setback at least one (1) foot from property line and shall be constructed in a manner that will not interfere with the existing drainage system.

_____ **Decorative Borders & Aprons:** A decorative border is considered an extension not exceeding twenty-four (24) inches on either side of an original driveway. Installation of any apron shall be done on the original driveway and shall taper to match the existing Developer built aprons. No apron shall be permitted on an extension. Material may be decorative rock, brick paver or poured concrete unless otherwise approved by the Committee for this project.

_____ **Driveway Extensions:** All decorative borders and sidewalks shall be removed prior to extension unless otherwise approved by the Committee for this project. Existing driveways may be extended an additional eight (8) feet. Extensions for all Hallmark lots shall include a five (5) foot taper to sidewalk and copy of County approved permit. No driveway shall exceed twenty-four (24) feet aggregate in width (including any approved decorative borders or sidewalks). Material shall be poured concrete and shall match existing texture and grade cohesively. All driveways shall bump up to a fence, shed or garage extension for aesthetics purposes. All extensions must be setback at least three (3) feet from property line, at least five (5) feet from Developer installed sidewalks and shall be constructed in a manner that will not interfere with the existing drainage system. Any cracked, sinking, severely pitted, improperly installed or unmaintained extension shall be at risk for immediate removal by the Committee at the sole expense of the homeowner as permitted under Article VIII. Section 8.2 of the CC&Rs.

3. Describe the proposed changes in as much detail as possible including major construction material, the more details provided the easier it is for the Committee to approve your request. (Exterior materials must conform to those used on the original building or be sufficiently compatible.): _____

Benjamin Crossing Homeowners Association, Inc

C/O Hart Consulting LLC

P. O. Box 6921 Lafayette, IN 47903

765.404.4765 / Email: cheryl.hartconsulting@gmail.com



4. Will there be changes or modifications in basic utility services or existing structures to accommodate the proposed change? Please indicate by checking "Yes" or "No" below.

	YES	NO		YES	NO
Electric	_____	_____	Exterior Walls	_____	_____
Telephone	_____	_____	Patio Fencing	_____	_____
Gas	_____	_____	Patio Slab	_____	_____
Water	_____	_____	Sidewalk	_____	_____
Sewage	_____	_____	Pavement	_____	_____
TV Cable	_____	_____	Other	_____	_____

Use of Professional Installer. A professional concrete contractor must be hired by the Owner, at such Owner's cost, to install approved driveway extension for such Owner.

5. Project Schedule:

A. The project will be done by: _____ Homeowner
_____ Contractor(s) Name _____
_____ Both

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

6. Please attach the following information:

- A. Plot plan indicating the location and dimensions of the project.
- B. Blueprints or working drawings indicating all necessary dimensions and elevations.
- C. Driveway extension permit from County, (required for all Hallmark homes)
- D. If available, a photograph or drawing of a similar completed project

NOTE: All submitted materials shall remain the property of the Association. You may wish to make a copy for your personal records. The Board/Architectural Committee is allowed up to 30 days from date of receipt to approve your request.

Not all restrictions have been included on this form and I understand it is my responsibility to read all restrictions and standards prior to submittal. By signing below I hereby acknowledge that I have read and understand the ARCHITECTURAL CONTROL STANDARDS set forth by the Board, as well as the Declaration of Covenants and Restrictions.

Homeowner's Signature _____



----- DO NOT WRITE BELOW-----

Committee Action:

() Approved as submitted

() Approved with conditions stated in comments

() Deferred

() Additional information required: _____

() Other: _____

() Denied

Comments:

Signed _____ Date _____

ARCHITECTURAL CONTROL COMMITTEE Representative

Signed _____ Date _____

ARCHITECTURAL CONTROL COMMITTEE Representative

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