

Architectural Control Committee Approval

Comstock Estates Home Owners Association

DATE: _____

HOA NAME: _____

ADDRESS: _____

OWNER(S): _____

OWNER EMAIL: _____

OWNER PHONE NUMBER: _____

IS A BUILDING PERMIT NEEDED? IF SO, PLEASE ADD PERMIT NUMBER: _____

PROJECT DESCRIPTION: _____

OWNER'S SIGNATURE(S): _____

Please attach your plans and specifications of the project. Original color samples/swatches must be hand delivered or mailed and must be a minimum of 1" BY 2". Scans of paperwork are acceptable.

APPROVED BY: _____

DATE APPROVED: _____

DATE OF NOTIFICATION TO THE OWNER: _____

Process:

1. Home owner is to complete this form and attach appropriate plans/swatches/etc.
2. Home owner to deliver the package to ACC chair for Comstock Estates.
2018 ACC Chairman is Joan Robinson, 826 Jasper Dr, 414-975-5109
3. ACC must get majority approval & signatures on the package.
4. Package is then returned/mailed/delivered to the HOA Mgr who then will email the approval to the home owner.
5. Package will be kept in file in the HOA files for future reference.