

Homeowner Request Form

SPRINGS OF HAMPTONS

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Springs of Hampton
P. O. Box 29187
Indianapolis, IN
46229

www.springsofhamptons.org

Submitted Date: _____
Planned Work Date: _____
Homeowner Name: _____
Address: _____
Lot Number: _____
Contact info: _____

Type of improvement:

Materials:

Directions

All improvements must be submitted to the Architectural Control Committee and approved prior to the commencement of work. Approval must be in the form of a written notice or an electronic notice from a member of the Committee or the Board. An original copy will be maintained by the Committee.

All requests must include two drawn plans or one electronic plan and comply with the following specifications:

1. Must include a plot plan showing the location of the proposed improvement on the lot
2. Must include the composition of materials used
3. Must be drawn to a scale. Please include the scale on the drawing.
4. Must be legible and easy to read/understand

Reasons for denial:

1. Inadequate or incomplete plans
2. The plans show an improvement to be in violation of a Covenant, Restriction, or Bylaw
3. The improvement is not in harmony with the general surroundings of the Lot or with buildings or structures
4. The improvement would be, in the opinion of the Committee, contrary to the interest/rights of another homeowner

Please print this form to attach the two scaled plans and any other supporting documents. You may then deliver the documents to a Committee/Board member. You may also e-mail the form with the plans and documents attached separately.

Board Member Signature

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