

# COLONY WOODS HOME IMPROVEMENT REQUEST FORM

The Colony Woods Deed Restrictions require that the Architectural Review Committee approve all changes to the exterior of a home. Please allow the Architectural Review Committee 30 days from the receipt date of your completed form to consider your request.

Date: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No: \_\_\_\_\_

## 1. Project Description

\_\_\_\_\_  
\_\_\_\_\_

2. City Building Permit approved:    Yes    No

Project may not be approved without a city building permit (if required).

3. Location of proposed improvement: \_\_\_\_\_

Attach a lot survey or scale drawing showing project. Include distances from fences and houses.

4. Project start date: \_\_\_\_\_ Projected project completion date: \_\_\_\_\_

5. Materials to be used in the project: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please attach brochures containing material information or samples if this is available.

Signature of Homeowner: \_\_\_\_\_

Projects reviewed by the Architectural Review Committee are considered based on the exterior guidelines and building materials outlined in the Colony Woods Deed Restrictions. Once a project is approved, any changes made to the property exterior that differ from the specifications submitted by the homeowner, are subject to review by the Committee. The Committee reserves the right to review the changes and to ask the homeowner to bring any changes into compliance with the Deed Restrictions. The Committee also reserves the right to ask for the removal of improvements that fail to comply with the Deed Restrictions. The Committee will follow up to assure that the scope of the project was followed per the agreement.

Action by Architectural Review Committee:

Date form received: \_\_\_\_\_

Date request approved: \_\_\_\_\_

Date request denied: \_\_\_\_\_

Signature of ACC Chairperson: \_\_\_\_\_