

ACC REQUEST FORM

**HEATHERRIDGE SOUTH
ARCHITECTURAL CONTROL
IMPROVEMENT REQUEST FORM**

Return form to HeatherridgeSouth@westwindmanagement.com

Applicant Name: _____

Address: _____

Home/Cell Phone: _____ Work Phone: _____

My request involves the following type of improvement:

- Painting Windows Fencing Roofing Deck/Patio Slab
- Room Addition Door – Front Door - Garage

Other _____

Proposed Improvement: (Describe fully, include paint chips, building materials list, landscape plan, fence layout, site plan, three dimensional elevation drawings and other plans or brochures.) Attach additional description pages as necessary.

Planned Completion Date: _____

I understand that I must receive approval of the Architectural Control Committee (ACC) in order to proceed. I understand that ACC approval does not constitute approval of the local building department and that I may be required by my local building department to obtain a building permit. I agree to complete improvements promptly after receiving approval. I have read any accompanying instructions and will comply. I understand that all projects are subject to final inspection by the ACC.

Applicant Signature: _____ Date: _____

Note: If you have not been contacted by management, please do not assume your form was received, and for your protection, do not begin any changes or improvements until you have received written approval from your ACC through management.

DO NOT WRITE BELOW THIS LINE—COMMITTEE ACTION REQUIRED—TWO SIGNATURES REQUIRED HERE

Date Received: _____ Date to ACC: _____

CRITICAL DATE: _____

- The request is approved as submitted
- The request is approved subject to the following requirement (see comments below for details).
- The request is disapproved for the following reasons (see comments below for details).

Comments:

Committee Member Signature: _____ Date: _____

Committee Member Signature: _____ Date: _____