

Request for Property Modification



Approval from the Architectural Review Committee (called “ARC”) is needed **BEFORE** beginning any exterior improvement such as house, fence, patio work, driveway or sidewalk changes (refer to covenants for detailed information). It is the owner’s responsibility to ensure necessary building permits are acquired.

Name: _____

Address: _____

Phone: _____

Email: _____

1. *Describe* the modification or addition, including dimensions and design.
2. *Provide* drawing, material specification and color sample, where applicable.

3. *Submit* request – use one of the following options:

Mail to Leisure Lake Assn. 22617 Tranquil Lane, Foley, Al. 36535

Put in Drop Box on front porch

Leave at office (inside clubhouse)

Bring to a board meeting (check date and time)

4. A timely reply will be sent. Approval is based on the submitted request. Any deviation from the submitted information invalidates approval and requires re-submission.