

**INDIVIDUAL APPLICATION FOR ARCHITECTURAL APPROVAL**

Please complete this form *in duplicate* and submit it to the ROA Manager for review and comment by the Architectural Committee.

**NOTE:** Residents may plant low-growing (not more than two feet high at maturity) flowers in the easement areas of their own lots, but not in the common areas without approval from the Architectural Committee. The Committee must approve any wooden, concrete, stone, brick or decorative non-floral borders of any type. The ROA has the authority to remove unapproved plantings at the owner's expense and further, to require the owner to restore the area to an acceptable condition (Art. 5.1). A garden area is provided near the former stable area for those who wish to plant vegetables. Please see the *Architectural and Landscaping Guidelines* for more details. The Guidelines are on the Reflections website, [reflectionslife1.net](http://reflectionslife1.net).

TO: Architectural Committee

DATE:

RE: Request for Approval of Landscaping Addition or Alteration

ADDRESS:

OWNER(S):

Estimated Start Date:

Estimated Completion Date:

I. Description of landscaping alteration or addition (dimensions of bed, planting or other improvement, and its location in relation to existing structures or landscaping). A sketch will be helpful, but is not required. Attach additional page if needed.

II. Kinds of plant(s) to be used and projected height(s) at maturity.

III. Please answer the following questions:

- 1. The work will be done by  Myself  Qualified Contractor
- 2. Will this project necessitate changes in present grade or drainage patterns?  Yes  No

If "Yes," how?

- 3. Will maintenance or upkeep will be required for this project?  Yes  No

If "Yes", what type of maintenance will be required?

Since ROA is responsible for maintenance of shrubs in easement areas, priority should be given to low maintenance plants (Art. 4.2). Homeowners are responsible for the maintenance of flowers (Art,5.1.4.b). When a home changes hands, the owner must remove them or the new owner must assume responsibility for them,

**I understand that I, not ROA, am solely and completely responsible for the maintenance and upkeep of any alteration or addition.**

**Signed:** \_\_\_\_\_ **Applicant's Phone #** \_\_\_\_\_  
Applicant's Signature

I hereby request approval of the project described above. To the best of my knowledge and belief it is not in violation of any specific guidelines in the ARCHITECTURAL AND LANDSCAPING GUIDELINES, Section 5.5 of the Covenants. I understand (as per *Guidelines, Introduction*, Section VI, Page iii) that previous approval of a similar project does not necessarily constitute a precedent for approval of this project. In addition, approval of this project does not negate the necessity of submitting a "request for approval" of a similar project in the future. My signature below signifies that I have given all homeowners in our neighborhood an opportunity to see this plan and ample time to react to it.

**OBTAINING APPROVAL FROM NEIGHBORS (See Important Note to Neighbors on Page 3.)**

My immediate adjacent neighbors have been shown this request and their signatures and opinions appear below. (Please note that the proposed changes could affect neighbors across from or behind your home as much as if not more than neighbors on either side.)

I have been unable to contact one or more of my adjacent neighbors and I request that the Architectural Committee do so for me if they deem necessary.

**Signed:** \_\_\_\_\_  
Applicant's Signature

My signature below indicates: \_\_\_\_\_ No objection to the proposal \_\_\_\_\_ Objection to the proposal \_\_\_\_\_

**Signed:** \_\_\_\_\_  
Neighbor's Signature

My signature below indicates: \_\_\_\_\_ No objection to the proposal \_\_\_\_\_ Objection to the proposal \_\_\_\_\_

**Signed:** \_\_\_\_\_  
Neighbor's Signature

**IMPORTANT NOTE FOR NEIGHBORS:**

A homeowner may, with all good intentions and without realizing it, plan a structural landscaping alteration that could harm your interests now or in the future. The Architectural Committee wants to protect your enjoyment of your home as well as its value. We are concerned with such things as your visual and acoustic privacy, your freedom from “nuisance” activities, and maintaining as far as possible the ambience, which led you to move here in the first place.

You should have a copy of *ARCHITECTURAL AND LANDSCAPING GUIDELINES FOR REFLECTIONS HOMEOWNERS* and be familiar with its contents. The guidelines are on the Reflections website, [reflectionslife1.net](http://reflectionslife1.net). If you feel that the above proposal violates the letter or the spirit of these guidelines in any way, or is harmful to your legitimate interests, you should make your concern known to the Architectural Committee.

If you indicated that you object to the proposal, and you have discussed your objections with the applicant, you may attach your comments to this application. However, you may choose to send your comments under a separate cover directly to the Committee Chairperson and/or arrange to appear before the Committee.

If this application is approved over your objection, you have the right of appeal to the Board of Directors. Please see Section 6.10 of the Guidelines, especially the last paragraph.

ROA Manager’s review and  
comments:

SIGNED: \_\_\_\_\_

ROA Manager