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Hinson office use only:

____ Received
____ Sent to BOD
____ Approved
or Denied

Cottages at Turtle Creek Architectural Committee Request

Homeowner Name: _____
Property Address: _____ Mailing Address: _____

Contact Number(s) (H) _____ (W) _____ (C) _____

Email Address: _____

Category of Improvement (check one or more)

____ Landscaping ____ Addition ____ Driveway/Parking
____ Fence/Wall *see below ____ Patio/Screen Porch ____ Other _____
____ Satellite Dish ____ Out Building

Checklist/Items ARC will need to proceed: (Please refer to covenants and restrictions regarding your request)

____ Site plan (included in your closing documents)
____ Indicate location of exterior improvements on site plan
____ Grading/Landscaping Plan
____ Include photo, brochure, or sketch of improvement
____ Clear, concise written description (Attach separate sheet)
____ Material listing (including colors, etc)

____ Fence: _____ **Height** _____ **Style** _____ **Color** _____

It is the responsibility of each owner to install all approved fencing in a manner that ensures an adequate distance for future maintenance of said fencing and also the entire property from the fence line to the property line. It is also the property owner's responsibility to obtain permission to attach to a neighboring fence if applicable.

Contractor: _____ Phone: _____

ARC requests will not be accepted for review without the required site plan and improvement specifications. The applicant understands that by completing this form he/she agrees to all guidelines set forth by the architectural review committee and all decisions are final. It is understood that the applicant is responsible to comply with all Federal, State, County, and Local codes. It is the applicant's responsibility to locate all easements, utilities, and property lines. Approval is void if improvement is not started within ninety (90) days from the approval date. Standards of the neighborhood's governing documents apply to completion guidelines. Response to request within 30 days – Items submitted to the committee will not be returned.

Property Owner's Signature: _____ **Date** _____

For Board or Committee Use only Please

APPROVED: _____ **Date** _____

(or)

DENIED: _____ **Date** _____

Notes: _____

