REQUEST FOR ACC APPROVAL

(GENERAL FORM—FOR PROJECTS OTHER THAN ROOF REPLACEMENTS)

Form Instructions:

1. This form must be submitted by any homeowner wishing to undertake a project subject to the rules and regulations contained within the Gazebo Hill governing documents (EXCEPT for roof replacements, which is a different form). Examples of such projects include, without limitation, construction of additions or other projects affecting the look of the exterior of the home, construction or placement on the property of other structures such as decks, gazebos and pergolas, and construction of fences and in-ground pools, to the extent permitted by the Gazebo Hill governing documents.)
2. The Gazebo Hill neighborhood covenants, rules and regulations require that homeowners obtain prior written approval from the Architectural Control Committee (“ACC”) prior to the alteration of any residential dwelling, prior to the erection or placement of any structure on the building site, and prior to the construction of other specific structures such as fences and in-ground pools. ACC approval must be obtained by the homeowner PRIOR to the homeowner’s application to the City for any building permit or hearing for municipal approval. Failure to comply with this approval process may result in a fine, the removal of any unapproved project or structure, and/or other penalty provided for in the Gazebo Hill governing documents.
3. If you are planning to undertake a project implicated by the foregoing provisions, please complete, sign, and submit this form with the required attachments to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Architectural Control Committee, by email at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
4. The ACC will promptly respond after receiving this form, along with the required backup documentation. If the proposed project is approved, then the ACC shall issue its written approval in the form attached hereto. A homeowner must obtain such written approval and confirmation from the ACC prior to commencement of any project or placement/construction of any structure, fence, in-ground pool, etc. Please submit your documentation in a timely manner to allow for a minimum ten (10) business days for the ACC to respond, so as not to delay commencement of your project.
5. Please feel free to reach out to a member of the Architectural Control Committee with any questions. Committee members are Diane Andersen (diane421@gmail.com), Sara Hermanoff (marksara91@gmail.com) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

PROJECT APPROVAL REQUEST FORM

To: Gazebo Hill Architectural Control Committee

Homeowner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gazebo Hill Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

I am planning a project regulated by the Gazebo Hill governing documents. The following is a narrative description of the proposed project:

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

We request your approval for the above-referenced project.

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

Homeowner Signature Date

[\*\*In the space above, please provide, in brief, narrative format, a general description of the proposed project, the materials to be used, proposed color, and, if applicable, proposed location on your property. Please also attach detailed construction plans for your proposed project. Depending on the nature of your project, the ACC may require additional documentation, including, without limitation, photos (of a proposed structure, for example), a survey, site plan, and/or landscape plan. The Architectural Control Committee reserves the right to request additional documentation as it deems necessary in order to evaluate the project as required by the Gazebo Hill governing documents.\*\*]

ARCHITECTURAL CONTROL COMMITTEE PROJECT APPROVAL

To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Homeowner)

Gazebo Hill Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Architectural Control Committee hereby approves your project as briefly described below, and as more particularly described in the attached narrative description, plans, and survey (as applicable).

(Brief Project Description)

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

(Approval Notes)

Yours truly,

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

Architectural Control Committee Member Date