

Greenbriar Estates HOA Architectural Control Committee

HOMEOWNER IMPROVEMENT REVIEW REQUEST

This form is your application for review and approval of any improvement to your home or lot by the HOA Architectural Control Committee (ACC). Please submit the completed application form to any Architectural Control Committee member via Email or in person.

Name of Homeowner: _____

Address of Homeowner: _____ Lot # _____

Phone () _____ Email: _____

Review and approval of all major changes and improvements to a home exterior or lot is required. These changes include, but are not limited to, change of exterior home paint color, major changes to exterior home appearance, additions to home, re-roofing of home, fences, patio covers, and major changes to front yard landscaping.

Please describe fully the proposed improvement(s):

Please submit any supporting information which will best describe your proposal. Include a copy of the plat or site plan of your lot showing exact location of improvement and existing structures and property lines; construction drawings or plans; and construction materials. Show fence locations, gate location, fence height, and fence material and color. Submit paint color chips for exterior paint. If a manufactured improvement such as a patio cover is planned, a manufacturer's literature should also be submitted. Plans need not be professionally prepared but must be adequate to fully describe the improvement.

The following required drawings, plans, specifications, etc. are attached: (Check items that apply)

☐ Property Plat or Site Plan

☐ Drawings

☐ Specifications

☐ Color Chips and samples painted on the house

☐ Materials

☐ Manufacturers Literature

☐ Other (Specify) _____

Company / Person performing work:

Company Name: _____

Company Contact: _____

Phone Number: _____

Homeowner understands that the Architectural Control Committee will approve or disapprove this request within 30 days of receipt. NO WORK may be performed prior to Request approval.

The Homeowner understands that should the application not be complete enough for the ACC to determine approval or disapproval, the ACC will return the Application with a request for additional information, which may delay the approval process.

Homeowner understands that all work must comply with the Greenbriar Estates Homeowner Association Design Guidelines.

The Homeowner agrees to comply with all city ordinances and to obtain all necessary permits.

Homeowner Signature: _____ Date: _____

The Application is hereby:

- ☐ Approved
- ☐ Disapproved
- ☐ Approved subject to the following conditions:

Approved by: _____ Date: _____

_____ Date: _____

_____ Date: _____

_____ Date: _____

_____ Date: _____