WILLOWBROOK HOMES ASSOCIATION

ARCHITECTURAL CONTROL REQUEST
FOR EXTERIOR CHANGE

Persuant to Article IV. Architectural Control of the Willowbrook Homes Association's Restated Declaration of Covenants, Conditions and Restrictions, I hereby request the approval of the following addition, change or alteration to the following referenced property:

Applicant Name: _____

Address: _____

Phone: _____ Email: _____

Type of change requested (circle all that apply)

Painting	**Deck/Porch**	**Screened Deck**	**Awnings**	**Windows/Doors**	**Storm Door**	**Fence**
Re-Roofing	**Landscaping**	**Room Addition**	**Hot Tub**	**AC/Heat Pump**	**Garage Door**	**Other**

Description of the change request to include:

Painting: Surfaces / items to be painted, materials and color samples
Re-roofing: Manufacturer, brand and color (sumbit sample if not included on Willowbrook Roofing Standards 3/24/06)
Deck / Porch: Construction drawings showing all dimensions, location, materials and color samples
Landscaping: Drawings showing all elements, location and materials (excluding plantings)
Screened Deck: Construction drawings showing all dimensions, location, materials and color samples
Awnings: Drawings showing location, type, size and material sample
Room Addition: Construction drawings showing all dimensions, location, materials and exterior color samples
Hot Tub: Drawing showing location and manufacturer's catalog information and specifications
Fence: Construction drawings showing all dimensions, location, materials and color samples
Windows/Doors: Manufacturer's catalog information, design and color
Storm Door: Manufacturer's catalog information, design and color
Garage Door: Manufacturer's catalog information, design and color (NO WINDOWS)
AC/Heat Pump: Manufacturer's catalog information and specifications
Other: All information to completely describe the change, including drawings and samples if required

Description: (attach drawings, samples, etc with request form) _____

_____

_____

_____

I am submitting two (2) copies of my request form including all the information indicated above and one (1) each of the attachments required above. The request shall be reviewed in a timely manner by the Architectural Controol Committee. One (1) copy of the Request form shall be returned to the Applicant marked either Approved, Not Approved or Resubmit. If marked Resubmit, an explanation of the reason(s) shall be included

I understand that it is my responsibility to obtain all permits required by all authorities having jurisdiction over this location, and that this request does not constitute a request for a building permit. I also understand that, if approved, the Willowbrook Homes Association, or any of its agents, DOES NOT and DO NOT express any opinion regarding the strength, engineering design, safety or code compliance of the proposed addition, change or alteration,

SUBMITTED BY: _____
Homeowner's Signature Date

APPROVED: _____ **NOT APPROVED:** _____
By Date By Date

RESUBMIT: _____ (see attached explanation)
By Date