

Loch Highland Homeowners' Association
Request for Architectural/Landscaping Change/Addition 2010

Any work done outside the four walls of your home is considered a change, including changes to the landscape or repainting your house, deck, etc. in the same color. The proposed **start date** for your project must allow adequate time for the ARC committee to review your request. To avoid approval delays on an extensive/complicated project, additional explanatory materials such as architectural drawings, sketches, pictures, contractor's specifications, site/ landscape plans, lists of materials, paint samples, etc. must be included with the request. The time cycle allowed by the covenants for your request to be processed does not begin until the ARC request is considered complete.

Date Submitted _____
Proposed: Start Date _____
Completion Date _____

Owner Name(s) _____

E-mail address: _____

Street Address: _____

Home Phone: _____ Cell: _____

Detailed description and location on the property of the proposed project.
(One project per ARC request is advisable as multiples will extend approval time cycle):

Note:

- Painting/staining projects proposing colors outside of the current standard's pallet **require a painted sample for each color on the material to be painted.** Gutters, down spouts, corner boards, garage doors, soffits, and window/door trim **must be in the same color family. White will not be approved.**
- **Tree removal** includes any debris caused by tree removal, i.e. stumps, chips, bark, etc.

I acknowledge that if this request is approved, any revision after the initial approval must also be approved prior to the onsite change. I understand that starting a project before approval is received could result in LHHA requiring that the property be restored to its condition prior to commencing the project. In addition, fines may be assessed by LHHA. I understand that all work must be completed within 180 days of receipt of project approval.

Homeowner Signature(s) _____

Please drop off or mail this completed form with all necessary attachments to:

Gina Ulicny, (770-992-5141)
 2010 LHHA Board
 3925 Loch Highland Pass

2010	Date Received _____
ARC	Date Reviewed _____
Control	Request to Board _____
Number	APP/ DENIED _____
_____	Notified Heritage _____
_____	Notified Homeowner _____