



# Decks / Patios / Landscape / Play Equipment / Other Related

Revised 02-2022

Homeowner Name:	Home Phone:
Property Address:	Cell or Work Phone:
Mailing Address:	Email Address:

Planned start date: \_\_\_\_\_ Planned completion date: \_\_\_\_\_

CHECK PROJECT CATEGORY.		APPLICATION MUST INCLUDE A CURRENT PHOTO OF THE HOME. See page 2 for required project information.	
<b>Deck</b> – Compatible with material of residence.			<b>Play Equipment</b> – Must be reasonable for the area.
<b>Patio/Patio Cover/Pergola/Gazebos</b> – Compatible with material of residence. Paint chips required.			<b>Concrete Driveway/Walkway</b>
<b>Landscaping</b> – Provide diagram and description of materials and plantings. Proportionate to space.			<b>Other Related</b> -- Specify

**DESCRIPTION OF WORK** – Projects must adhere to Residential Improvement Guidelines (RIG) and Homestead Colonial Aesthetic

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I understand that prior to beginning the project:

- ✓ Applications **MUST** include a current photo of the property and complete project information per the checklist on page 2.
- ✓ No work on this request shall begin until written approval from the ACC has been received.
- ✓ Applications must be presented to the office.
- ✓ The ACC shall have 30 days from the date of receipt to approve this application.

I understand that after the project is complete:

- ✓ Homeowners **MUST** notify the ACC WITH PHOTOS of completed work to [homesteadacc@gmail.com](mailto:homesteadacc@gmail.com).
- ✓ The ACC will inspect for compliance with the original application before granting final approval.
- ✓ Changes made without approval will be subject to a fine and those changes will have to be brought into compliance.

Approval is valid for one year from the approval date. After 12 months, if the proposed project is not started, a new application will need to be submitted.

Applicant signature: \_\_\_\_\_ Date \_\_\_\_\_

Date received at HOA office: \_\_\_\_\_

Approved _____ Date _____	Denied _____ Date _____
Application approved with the following conditions:	Application denied for the following reasons: <input type="checkbox"/> Change does not comply with RIG/Colonial Aesthetic. <input type="checkbox"/> Other - Specify

**If your application is denied, please submit a new application with required information/changes.**

ACC Final Inspection Approval:	Date:
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### Residential Improvement Information and Checklist

Please attach the required documents to your architectural application. Additional information may be requested.

#### Decks/Railing

- Drawing or architectural rendering showing existing residence and improvements.
- Product information and specifications on all materials.
- Product information on railing style and materials.

#### Patios/Patio Covers/Pergolas

- Site plan or architectural rendering showing the existing residence and proposed improvements.
- Product information and specifications on all materials.
- Specifications for all materials on any walls, fire pits, screening.
- Paint chips required.

#### Landscaping

- Site plan showing existing residence, improvements and property lines.
- Planting plan with general plant species information.
- Specific information on all types of materials to be used.

#### Play Equipment

- Site plan showing existing residence and location of play equipment.
- Product information and specifications.

#### Concrete Driveway/Walkway

- Site plan showing existing residence, improvements, property lines.
- Product information and specifications.

The Architectural Control Committee is charged with evaluation of each proposed property change submitted by a homeowner based on the proposal's conformance with the established community harmony in use of materials, design, color, size, and adherence to these guidelines and other covenants and setbacks.

For more information on allowed improvements refer to

- **Residential Improvement Guidelines**
- **Homestead's Colonial Aesthetic**
- **Roofing Guidelines**
- **Shutter Guidelines**
- **Paint Style Boards**
- **Approved front entry door boards**
- **Approved garage door boards**

All information is published on the website under the *Home Updates* tab: [www.homesteadinthewillows.org](http://www.homesteadinthewillows.org)

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### When the project is complete –

1. **Please notify the ACC that the project is complete at [homesteadacc@gmail.com](mailto:homesteadacc@gmail.com).**
2. **Please provide photos of completed work.**