

**GARDEN HOMES MAINTENANCE ASSOCIATION, INC.
ARCHITECTURAL CONTROL BOARD**

APPLICATION FORM

Name _____

Address _____

Date: _____ Phone #: _____

Approval is hereby requested to make the following modification, alteration, or addition to my home or lot. In making this request, I hereby agree to repair any damages caused to common or limited common areas as a result of this work and will restore these areas to their original condition within two weeks of completion:

CONTRACTOR NAME & ADDRESS: _____

CONTRACTOR LICENSE NO: _____

If re-painting or re-roofing my home, I understand that I must use only those approved colors from the website <http://www.gardenhomeshoa.com>. House Painting Instruction page has been reviewed for trim, doors and brick insert requirements.

In addition to the documentation listed on the Instruction or Checklist for ARC sheets, the following documents are required for reviewing your Architectural Modification form for building modifications (expansions) or fencing:

1. **A copy of your lot survey** with the location of the proposed modifications drew to scale and indicating all setbacks from the property lines

Be sure you have all components required to expedite processing of your Application. Any missing items from the Instruction or Checklist for ARC sheets will delay processing of your Application.

If you are doing the work yourself, enter the phrase "self performing" in the lines for Contractor Name and Address.

HOMEOWNERS SIGNATURE: _____

Application must be signed

Date first received Application incomplete, contacted owner: Yes _____ No _____

Date received _____

Approved _____ PM _____ Bd Mbr _____ ACB _____

Denied _____ PM _____ Bd Mbr _____ ACB _____

Comments: _____