

ARCHITECTURAL CHANGE REQUEST

Lawrence Woods HOA

Contact & Identification Information

Name: _____
Phone: _____
Address: _____
Lot #: _____
CASI #: _____

Project Description

Briefly describe the proposed change:

Indicate all changes or modifications to the following in order to accommodate the proposed changes:

Electric:	___	Exterior Walls:	___
Telephone:	___	Fencing:	___
Gas:	___	Patio/Slab/Deck:	___
Water:	___	Side Walk:	___
Sewage:	___	Driveway:	___
TV/Cable:	___	Landscaping:	___
Shed/Out building:	___	Pool:	___
Other:	___		

Other Explanation:

Will this change involve digging, construction, or any changes on or in any easement on your property including the right-of-way easement between the sidewalk and the street? ___

Project Details

Please list below the major construction materials which will be used in this project. Be as specific as possible. (Exterior materials must conform to those used on the original building or be sufficiently compatible.)

If the proposed project is an addition or alteration that would change the structural appearance of your residence and/or lot, please attach the following information and check those that are accompanying this ACR:

- Plot plan indicating the location and dimensions of the project
- Blueprints or working drawings indicating all necessary dimensions and elevations.
- If available, a photograph or drawing of a similar completed project

The project will be completed/performed by:

Homeowner:

Contractor:

Contractor's Name: _____

Both:

Approximate project start and completion date after approval:

Start: _____

Completion: _____

Please list any building permits that will be required:

ACR Binding

I understand that under the Declaration and the rules and regulations, the Board will act on this request and provide me with a written response of their decision. I further understand and agree to the following provisions:

- No work or commitment of work will be made by me until I have received written approval from the Association.
- All work will be done at my expense and all future upkeep will remain at my expense.
- All work will be done expeditiously once commenced and will be done in a good workman-like manner by myself and/or a licensed and insured contractor.
- All work will be performed at a time and in a manner to minimize interference and inconvenience to other unit owners.
- I assume all liability and will be responsible for all damage and/or injury which may result from performance of this work.
- I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
- I will be responsible for complying with, and will comply with, all applicable federal, state and local laws, codes, the community governing documents, regulations and requirements in connection with this work, and I will obtain any necessary governmental permits and approvals for the work. I understand and agree that the Association, it's Board of Directors, its Agent and/or the Committee have no responsibility with respect to such compliance and that the Board of Director's and/or its designated Committee's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications or work comply with any law, code, covenant, regulation and/or requirement.

NOTE: All submitted materials shall remain the property of the Association. You may wish to make a copy for your personal records.

I hereby acknowledge that I have read, understand and will comply with the **ARCHITECTURAL CHANGE STANDARDS** set forth by the Board, as well as the Declaration of Covenants and Restrictions.

Homeowner's Signature: _____

Date: _____

ACR Board Action

Approved: ___

Deferred: ___

Additional Information Required: ___

Other: ___

Denied: ___

Comments:

Board Member Signature:

Date:
