

# Request for Changes to the Exterior of an Individual Unit

## Arbors Homeowners Association Architectural Review Committee

This form is to be used for any addition to, or modification of, the exterior of an Arbors home. This includes, but is not limited to: paint, windows, shingles, awnings, gutters, sidewalks, decks, doors, patios, lights, and invisible pet fences, **as well as in-kind replacements of such items**. Approval by the Architectural Review Committee (ARC) and the Board is required prior to the start of any project. **Any alteration without prior approval is a violation of HOA rules and covenants. Homeowners may be required, at their own expense, to remove such additions or modifications.**

All applications MUST provide detailed plans and specifications for the proposed changes or additions. This includes: a) color graphics/drawings from manufacturer/vendor showing design and dimensions of all items to be used; b) color samples/paint chips from manufacturer, and c) samples of brick, roof shingles, and non-approved awning fabric. All such submittals shall be originals, and not copies. ARC reserves the right to seek additional information and/or material before reviewing any request. Applications for new homes, additions and modifications must also comply with "Requirements for Approval of New Construction, Additions and Modifications", available at [www.arborsofhampton.com](http://www.arborsofhampton.com), under Regulations

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Homeowner Name

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Address

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Phone

### Brief description of and justification for the proposed work:

### ALL REQUESTS, INCLUDING ATTACHMENTS, SHOULD BE SUBMITTED TO THE ARC CHAIR

I, the above-named homeowner, understand and agree to the conditions outlined in the preceding paragraph.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Architectural Review Committee Recommendation: \_\_\_ Approve \_\_\_ Deny Date \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

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Board Action: \_\_\_ Approved \_\_\_ Not Approved

HOA President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_