

# ARCHITECTURAL REVIEW COMMITTEE APPLICATION

## AND HOME OR YARD MAINTENANCE REQUEST

Savannah Square Homeowners' Association, Inc.

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

Unit Street Address: \_\_\_\_\_

Owner: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Circle One: **ARC Application or Maintenance Request**

Owner Signature: \_\_\_\_\_

### **ARC REQUESTS**

To comply with Association CC&Rs and maintain the distinctive beauty of our community, homeowners must obtain prior written approval from the ARC before starting any work which changes, adds or removes items from the exterior of their home or lawn. Homeowners who fail to obtain written approval in advance may be fined and/or required to remove the unapproved change and restore the home to its original condition. **Changes to your home exterior include installation of exterior tile, gutters, skylights, windows and screen enclosures.**

Please include the following in your ARC request: description of the work, location on the lot or home, type of materials used, colors and measurements (if applicable). If the project is an enclosure, screening or exterior alteration/addition, a scale drawing and/or photographs and design information must be attached to the application. A licensed professional contractor must do the work. If you need additional space to describe your project, use a second page. **Applications must be received no later than 12:00 Noon 7 days before the ARC Meeting on the first Tuesday of each month poolside at 10:00 a.m. Homeowners are welcome to attend.**

### **MAINTENANCE REQUESTS**

This category includes routine home repairs such as painting, roof leaks, door repair, and yard repairs including shrub trimming, shrub replacement, irrigation issues or sod problems. **Garage door mechanism repair is the owner's responsibility.**

### **PROJECT / REQUEST DESCRIPTION**

**Contractor / Person Doing work:** \_\_\_\_\_

Deposit this form in the drop box or email to: [Susanrusso@watsonrealtycorp.com](mailto:Susanrusso@watsonrealtycorp.com)

If you have any questions, call **386.246.9270**