

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATION**

HOMEOWNER INFORMATION

NAME _____ PHONE _____

PROPERTY ADDRESS _____

MAILING ADDRESS _____

E-MAIL ADDRESS _____

☐ **PAINT** (if applicable)

Paint Scheme # _____

Body Color _____

Trim Color #1 _____

Trim Color #2 _____

PROJECT DESCRIPTION: _____

ADDITIONAL PROJECT INFORMATION:

NEIGHBOR CONSENT FOR COMMON WALL ALTERATION OR BALCONY ADDITION (if applicable)

Neighbor Print Name	Neighbor Address	Neighbor Signature Giving Consent

HOMEOWNER ACKNOWLEDGEMENT

Owner Signature: _____ Date: _____

STORAGE SHEDS (if applicable): Upon completion, management will inspect the shed to verify that it was built to the specifications presented on your application and confirm that the finished height does not exceed the maximum allowed height of nine (9) feet (including the foundation). One shed per property to be permitted in backyards only. **Owner Initials** _____

ARCHITECTURAL REVIEW COMMITTEE (ARC)

COMMITTEE MEMBER SIGNATURE		Yes	No	ADDITIONAL DOCUMENTATION REQUIRED FOR APPROVAL
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	APPROVED BY MANAGEMENT (select items)
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Print:</u>	<u>Sign:</u>	<input type="checkbox"/>	<input type="checkbox"/>	Sign/Date _____

☐ **Resale Inspection**

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE (ARC)
APPLICATION**

GUIDANCE for COMPLETING ARC APPLICATION

- ✓ When submitting a request, in addition to completing this application form, the Homeowner must provide dimensional sketches, elevations, specification sheets, photographs, materials lists, colors and other items that will help the ARC to visualize what the proposed project will look like upon completion.
- ✓ For driveway expansions and walkway additions, please provide the following:
 - Total Square Feet of entire front yard
 - Total Square Feet of hardscape area (such as driveways, walkways, and any other concrete or brick paver covered areas of yard space, *excluding* the front sidewalk along the street)
- ✓ Approval by the ARC does not waive the Owner's responsibility to obtain the required governmental permits.
- ✓ Obtaining governmental permits does not waive the requirement for ARC approval.
- ✓ All Approvals shall expire six months after the date of approval if the work approved has not been completed.
- ✓ Per the CC&R's the outcome of your review must be in writing, verbal approvals/disapprovals are not permitted.
- ✓ Submit your application by logging in to your [Homeowner portal](#).
- ✓ Submittal Deadline: 12pm on the Tuesday prior to the scheduled ARC meeting. (ARC meets twice monthly)
- ✓ Letter of approval or denial to be mailed after the ARC meeting.
- ✓ Once your application is reviewed, you may receive notice that "ADDITIONAL DOCUMENTATION IS REQUIRED". Your application will enter a pending status until the additional documentation is submitted.