

Stratford of Avon Homeowners Association (SAHA)

Architectural Review Committee (ARC)

Application for Architectural Improvements, Alterations or Changes
(deemed as 'Project' below)

DATE SUBMITTED _____

ADDRESS _____ PHONE _____

HOMEOWNER _____

EMAIL _____

Explanation of Proposed Project (attach additional pages as required):

Who will be doing the work involved? _____

Estimated Start Date: _____ Estimated Completion Date: _____

TIMELINE NOTE: Project must be started no later than 1 year after approval and must be completed no later than 6 months after project initiation. Project not started 1 year after approval must be re-submitted for approval by the Committee. Homeowners with projects not completed within 6 months are requested to provide the Architectural Committee with an updated completion target.

INSTRUCTIONS FOR SUBMITTING APPLICATION

- Review the Architectural Guidelines at:

<http://stratfordofavon.org/web/wp-content/uploads/2021/02/Architechural-Guidelines-Feb-6-2021.pdf>

- Attach a copy of your original lot or parcel survey with placement of the project noted.
- Attach a drawing of the project, preferably a professional drawing from your contractor. If this is not available a hand drawing is acceptable.
- Attach a written description or picture. Include a list of materials that will be used (such as types of wood, vinyl, metal, paint or stain color, etc...). A website URL or a PDF file of a brochure showing material or style may be available and is often helpful.
- For fences, include plans for finishing, i.e. stain, waterproofing, etc.
- **Homeowner agrees to the following:**
 - No project may be commenced until written approval is received from the Architectural Review Committee (ARC). Project must be completed as represented in this Application, or as modified by any changes required as a condition of this approval.
 - The responsibility for obtaining any required building permits.
 - The construction work and determination of whether the project violates any restrictions or requirements imposed by any government authority having jurisdiction over the homeowner's lot, parcel or property is the homeowner, not the Association, Board of Directors, or Review Committee's responsibility. Please refer to covenants Section 32.
- **ENFORCEMENT.**
 - One (1) sign advertising the company doing construction or installations may be displayed during the work period and up to seven (7) days after completion of work.
 - Contacting the ARC committee upon completion of the project at the email address below for a final review.
 - Maintaining and upkeeping any project or lot improvement per the covenants Section 29 Maintenance of Lots and Improvements at all times.

Homeowner's Signature: _____ Date: _____

Submit the application and required attachments. This application may be completed online or printed and completed, and along with the required documents, submitted to: StratfordofAvon@yahoo.com or mailed to: Stratford of Avon Homeowners Association, UPS Store – Box 118, 8103 East US Highway 36, Avon, IN 46123

Wait for a response from ARC. The response will be emailed, mailed or hand-delivered to you.

NOTE: ARC requires a minimum of 14 days to review each application. Please plan accordingly.

REVISIONS or CORRECTIONS REQUIRED BY ARC

Conditional Approval:

Denial – Reasons for Denial:

Applicant may supply ARC with written appeal within thirty (30) days of denial:

SAHA ARC Representative(s)

_____ Date: _____

