

## DEVELOPMENT SCHEDULE FOR CHANGES TO EXISTING HOMES/PROPERTIES

**\*Application and Drawings to be submitted in duplicate\***

### APPLICANT INFORMATION:

NAME(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

### RENOVATION/REMODEL INFORMATION:

LEGAL DESCRIPTION: Lot \_\_\_\_\_ Plan \_\_\_\_\_ (Block \_\_\_\_\_)

DATE PLANS SUBMITTED: \_\_\_\_\_

### A WRITTEN DESCRIPTION OF THE PROJECT MUST INCLUDE THE FOLLOWING:

- DRAWING – Must clearly show dimensions of the project and distance from the appropriate property lines. The drawing should also show the allowable building footprint of the lot and existing home footprint. Hand drawings of the project are acceptable provided they clearly show and describe the project and the dimensions.
- Any placement, changes or additions to decks, garden sheds, verandas, cantilevers that are different from or not on the original plan should show their planned placement with dimensions to side, rear or front property lines.
- Any changes of existing colors including shingles, siding, house trim, etc.

**Note:** any yard light fixtures should show their beam characteristics (light should not trespass onto any neighboring properties).

County of Newell permits may also be required after Arch Board approval of proposed project.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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### ITEMS BELOW ARE FOR ARCHITECTURAL CONTROLS REVIEW BOARD USE ONLY

DESIGN APPROVAL: \_\_\_\_\_

APPROVED: \_\_\_\_\_ APPROVAL LETTER SENT: \_\_\_\_\_

ARCH. CONTROL FEE (\$50.00) REC'D: \_\_\_\_\_

PERFORMANCE DEPOSIT (\$2500.00) IF APPLICABLE REC'D \_\_\_\_\_