

Staffords Farm Homeowners Association

APPLICATION FOR APPROVAL OF PROPOSED IMPROVEMENTS

#### Date mailed / submitted \_\_\_\_\_

Homeowner Name	Home Phone
(please print)	
Stafford's Farm Address_	

Please check the proposed improvement from the list below that applies to your proposal:

- $\Box \quad \text{Fence} \text{See Attachment A}$
- □ Buildings and Additions See Attachment B
- Decks See Attachment C
- Drives and Walkways See Attachment D
- □ Other Description:\_\_\_\_\_

In addition to the attachments noted above, please attach the following to this application:

- Location
- Size
- Color
- Material
- Site Plan
- House plan, showing all elevations and square footages of lining area as measured from outside wall faces, and being exclusive of basement, porch, patio, and garage.
- Description of construction details, including:
  - Color of exterior siding, material and foundation face material
  - Roof covering materials
  - Exterior wall construction description

What is your estimated start date?\_\_\_\_\_

What is your estimated completion date?\_\_\_\_\_

**ACKNOWLEDGEMENT OF HOMEOWNER**: This will confirm that I/we have read the guidelines as they relate to this application and hereby agree to comply with said Covenants, Rules and Restrictions in the change/addition/improvement. I/we further confirm that I/we have read and will comply with all applicable rules and regulations established by the Association concerning the procedures to be followed in undertaking any change/addition/improvement. I/we further agree that I/we will be solely liable for any claims, including without limitation, claims for property damage or personal injury, which result from the requested change/addition/improvement. I/we acknowledge the responsibility for complying with all applicable governmental regulations, codes and ordinances; obtaining all necessary permits and inspections; and contacting Ms. Utility if digging; and indemnify the Staffords Farm Home Owners Association from and against any claim for failure to do so. I/we further acknowledge that I/we are responsible for all maintenance, repair and upkeep of any approved change/addition/improvement.

OWNER(S) SIGNATURE(S):

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

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### ARCHITECTURAL REVIEW COMMITTEE ACTION

\_\_\_\_\_

\_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_

**REVIEW ACTION:** 

- [] Approved as requested.
- [ ] Approved subject to the conditions noted below.
- [ ] Disapproved for the reasons noted below.

#### **REMARKS**:

AUTHORIZING SIGNATURES:



Staffords Farm Homeowners Association Attachment A: Fencing Checklist

1.	Property corners marked? $\Box$ Y $\Box$ N	
2.	Distance offset from property lines:	
3.	Materials:  Uinyl Wood Other –	
4.	Height: inches	
5.	Estimated start/completion dates: Start – End –	
6.	Please list maintenance plan/schedule below.	



## Staffords Farm Homeowners Association Attachment B: Buildings and Additions Checklist

7. Description of proposed improveme	nts:
8. Approximate size (square feet):	
9. Location:	
10. Color(s):	
11. Material(s):	-
12. Estimated start/completion dates:	Start – End –

13. Please attach the following information with this checklist:

- a. Site plan showing property boundaries, existing structures, driveways, walks, utilities, etc. (as necessary).
- b. Architectural plan showing all elevations and square footages of living area as measured from outside wall faces, and being exclusive of basement, porch, patio, and garage.
- c. Description of construction materials, including:
  - i. Color of exterior siding, material and foundation face material
  - ii. Roof covering materials
  - iii. Exterior wall construction description

14. Please list maintenance plan/schedule below:





## Staffords Farm Homeowners Association Attachment C: Patios and Decks Checklist

15. Description of proposed improvement	ents:
16. Approximate size (square feet):	
17. Location:	
18. Color(s):	
19. Material(s):	_
20. Estimated start/completion dates:	Start – End –
21 Please attach the following information	tion with this checklist:

21. Please attach the following information with this checklist:

- a. Site plan showing property boundaries, existing structures, driveways, walks, utilities, etc. (as necessary).
- b. General description of construction materials.
- 22. Please list maintenance plan/schedule below:



# Staffords Farm Homeowners Association Attachment D: Drives and Walkways Checklist

23. Description of proposed improvement	ents:
24. Approximate size (square feet):	
25. Location:	
26. Color(s):	
27. Material(s):	_
28. Estimated start/completion dates:	Start – End –
29 Please attach the following informa	tion with this checklist:

- ase attach the following information with this checklist: a. Site plan showing property boundaries, existing structures, driveways, walks, utilities, etc. (as necessary).
- b. General description of construction materials, including:

30. Please list maintenance plan/schedule below: