

THE WOODS AT GEIST OVERLOOK ARCHITECTURAL CONTROL COMMITTEE APPROVAL APPLICATION

11309 Romeo Place
Fishers, IN 46040
email: wagohoa90@gmail.com

ARCHITECTURAL OR LANDSCAPE SUBMITTAL AND APPROVAL PROCESS

Each homeowner has the responsibility to complete an Architectural Request Form prior to making any changes to the exterior of their home or property. The process will be the same for all submittals with the required details varying depending upon the type of change.

Items to be submitted:

1. Architectural Request Form completed in its entirety.
2. Plot plan outlining the position of placement of the change.
3. Drawings/plans showing the construction and effects of the change.
4. Samples of paint, siding or any other items that may be helpful in making a decision.

Submit your completed Architectural Request Form to to the Architectural Committee. The committee may review the request and inspect the site. The committee will make a recommendation to the Board of Directors.

Homeowners should allow two weeks for an answer. Keep In mind that the Committee does not return your original documents, so do not send originals of your survey or of any other documents you wish to keep.

Reminders:

1. No change shall begin without written approval from the Woods At Geist Overlook
2. Building permits may need to be obtained. It is the responsibility of each Homeowner to obtain these permits.
3. Allow at least fourteen (14) days for processing and permits in planning for changes.

THE WOODS AT GEIST OVERLOOK HOMEOWNERS ASSOCIATION

11309 Romeo Place
Fishers, IN 46040
email: wagohoa90@gmail.com

ARCHITECTURAL OR LANDSCAPE REQUEST FORM

Submit all requests for changes or additions to The Woods At Geist Overlook HOA by email or at the above address. Please attach any drawings and/or sketches that will aid in making a decision regarding your request.

DATE SUBMITTED: _____

INDICATE THE CHANGE REQUEST TYPE (CHECK ONE): Architectural _____ Landscape _____

OWNER _____ PHONE: _____

STREET ADDRESS: _____

E-MAIL ADDRESS: _____ CELL PHONE: _____

Contractor/Designer: _____ Contactors Phone: _____

1. Narrative description of the proposed home and/or landscape Improvement, change, or addition. Cite materials and color(s) to be used. (Please submit paint color samples.) Please state similarities to existing structures as appropriate. Use another sheet of paper if necessary.

2. Please attach drawings to this request showing all proposed improvements including relationships to existing structures, landscaping and lot lines. Two drawings or more are needed to clearly show proposed Improvements Including existing structures:

- a. Plot Plan - "Top down view" - Should be drawn on a copy of your lot survey.
- b. Elevation(s) - "Side view(s)" - One or more as necessary

3. Permit/Inspection by Town of Fishers may be needed. (**Not required for fences and swing sets.**)

REASON FOR THE CHANGE/ADDITION: (including type, dimensions, and finishes)

PLEASE LIST MAJOR CONSTRUCTION MATERIALS THAT WILL BE USED IN THIS PROJECT:

Architectural Committee Section

The following action has been taken on your request:

Approved as submitted

Approved with conditions

Denied

Incomplete

REASON FOR DENIAL OR CONDITIONAL APPROVAL:

SIGNED: _____ (Architectural Committee) DATE: _____

Notice: You have 90 days to begin the project and another 90 days from the begin time to complete the project. The Board of Directors can only grant extensions. You must notify management immediately as soon as the project is complete so that compliance and completeness may be verified.

THIS FORM IS NOT COMPLETE WITHOUT ALL APPROPRIATE ATTACHMENTS AND SIGNATURES.