

ARCHITECTURAL CONTROL COMMITTEE REQUEST

ASSOCIATION: Liberty Ridge HOA

DATE _____

In accordance with the recorded covenants, conditions and restrictions of the association, and in order to protect each individual owner's rights and values, it is required that any owner who is considering improvements of his/her exterior deeded property to include, but not be limited to patio and deck construction, home addition, fencing, swing sets, trampoline, basketball goals, etc. submit the following to the ACC Committee PRIOR to initiating work on the planned improvements:

ACC CHECKLIST: (PLEASE BE SURE TO COMPLETE THE FOLLOWING CHECKS)

- A completed ACC Improvement Request Form
- Complete and detailed building plans, picture or brochure of the improvement, materials listing, color of project and size, etc.
- A bid from the professional installer who will be installing your project. **Fences are NOT allowed to be installed in a side or rear yard easement.**
- Official surveyor's plot plan showing the location of the proposed improvement and dimensions

Please to be sure to include this checklist and all necessary documents with the ACC Committee Improvement Request Form, as incomplete applications will not be processed

FAILURE TO SUBMIT THE REQUESTED ATTACHMENTS (checklist) PRIOR TO CONSTRUCTION MAY RESULT IN DENIAL OF YOUR REQUEST FOR IMPROVEMENT. If any improvement/change is made without approval, the ACC Committee has the right to inform the homeowner to remove the improvement from the property. The committee also has the right to have the improvement removed at the homeowner's expense.

I hereby acknowledge that I have read and understand the Architectural Control Standards set forth by the HOA Board, as well as the Declaration of Covenants and Restrictions.

Homeowner's Signature

Date

Applications can be submitted the following ways:

Mail: Main Street Management, LLC
4735 Statesmen Drive, Suite E
Indianapolis, IN 46250

Email: info@mainstreetmanagementllc.com

Fax: (765) 742-6401

