

**SPRINGFIELD SQUARE**  
***HOMEOWNERS ASSOCIATION***

**Request for Improvements**

To: Architectural Control Committee

Date: \_\_\_\_\_

In accordance with the Declaration and By-laws referred to in the deed covering the property described below, I/we hereby apply for written consent to make the following exterior alterations or changes to the premises:

Owner's Name:

\_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Lot # \_\_\_\_\_

**STRUCTURAL IMPROVEMENTS:**

Type of Improvement: (Attach sketch showing design, materials, dimensions, and elevations in detail)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated time of completion of this project:

\_\_\_\_\_

**EXTERIOR PAINT:** (for color change only)

Area to be painted: (include sketch, if needed, of area to be painted)

\_\_\_\_\_  
\_\_\_\_\_

Colors to be used and where: (samples must be attached for any change)

\_\_\_\_\_  
\_\_\_\_\_

**FENCING:**

Attach plot plan showing location of fence, height and material to be used: (Note: All fencing installed must comply with current height and materials guidelines.)

**ANTENNA:**

Give location, and type: (diagrams and schematics must be included)

---

---

---

Signature(s): \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

All approvals are for conformity to good design standards only. The Architectural Control Committee does not take responsibility for building permits, engineering, water flow and/or any other areas requiring professional or technical advice or approval.

**ACC ACTION:**

APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

REASON FOR DISAPPROVAL (if required):

---

---

---

---

---