

Please fill this form out with Adobe Reader or Adobe Acrobat. If this form is filled out in google chrome it will be blank. Please email the completed form with all attached information to [Board@SycamoreRunHOA.com](mailto:Board@SycamoreRunHOA.com)

## Architectural Review Application

PROPERTY ADDRESS:

HOMEOWNER'S NAME:

PHONE:

EMAIL:

DATE:


**PROJECT SCHEDULE (SUBJECT TO BOARD APPROVAL):**

ESTIMATED PROJECT START DATE:

ESTIMATED PROJECT COMPLETION DATE:


**INSTRUCTIONS:** COMPLETE ITEMS 1-6. ALL ITEMS/QUESTIONS MUST BE ANSWERED.

**1. APPLICATION FOR:** Please check the Project type:

- \_\_\_\_\_ **CONSTRUCTION PROJECT: EXTERIOR ADDITIONS/ALTERATIONS** (For Example, extension, re-roofing, patio areas, etc.) - Requires a copy of your property survey showing location and dimensions. A detailed drawing of the construction and details of materials/finishes being used. Any further information can be found in your regulations and documents.
- \_\_\_\_\_ **FENCE REPLACEMENT/INSTALLATION** - Requires a copy of your plot plan/survey indicating the location of the fence on your property. A Picture of the style of fence listing dimensions and materials must be provided.
- \_\_\_\_\_ **EXTERIOR HOUSE PAINTING** - If repainting to origin/existing colors simply indicates "painting back to original". If changing colors please specify the intended colors by providing manufacture paint codes and indicating which color(s) will be utilized for body, trim, accent, and door. Scanned color paint chips/swatches are also helpful.
- \_\_\_\_\_ **OTHER** - Describe your project below in sufficient details. Include plans/pictures/drawings if relevant. Specify and give a detailed description. Please be aware this is only a HOA Application. It is your responsibility to check with County Office to see if their approval is also required.

**2. PROJECT DESCRIPTION (UTILIZE ADDITONAL PAGES/ATTACHMENTS AS REQUIRED):**

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3. WILL THE PROPOSED CHANGE AFFECT ANY OF THE FOLLOWING ITEMS?

ITEMS	YES	NO	ITEMS	YES	NO
ELECTRIC			CABLE		
GAS			TELEPHONE		
WATER			DRIVEWAY		
SEWAGE			PATIO SLAB		
DRAINAGE			SIDEWALKS		
EXTERIOR WALLS			FENCING		

4. LIST THE MAJOR CONSTRUCTION MATERIALS THAT WILL BE USED IN THIS PROJECT. EXTERIOR MATERIALS MUST BE COMPATIBLE WITH ORIGINAL HOME MATERIALS.

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5. ATTACH ONE OR MORE OF THE FOLLOWING:

- PLOT PLAN INDICATING THE LOCATION AND DIMENSIONS OF THE PROJECT.
- BLUEPRINTS OR WORKING DRAWINGS INDICATING ALL NECESSARY DIMENSIONS.

6. THIS PROJECT WILL BE COMPLETED BY (CHECK ONE):

HOMEOWNER  
 CONTRACTOR  
 BOTH

IF CONTRACTOR OR BOTH SELECTED, LIST THE CONTRACTOR(S) FOR THIS PROJECT.

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BY SIGNING THIS FORM, I ACKNOWLEDGE THAT ALL GUIDELINES APPROVED MUST BE APPROVED AND FAILURE TO COMPLY WILL RESULT IN LEGAL ACTION. IF ALL INFORMATION IS NOT PROVIDED AS REQUESTED, THE 30 DAYS THE ASSOCIATION HAS TO RESPOND TO YOUR REQUEST WILL BE RESET UNTIL THE TIME THAT ALL INFORMATION IS PROVIDED. IF THE APPROVED PROJECT IS NOT COMPLETED WITHIN 90 DAYS OF YOUR WRITTEN APPROVAL, THE APPLICATION WILL HAVE TO BE SUBMITTED FOR REAPPROVAL.

**SIGNATURE:**  **DATE:**

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**Architectural Review Committee Response (Official Use Only)**

<b>DATE RECEIVED BY ARCHITECTURAL COMMITTEE:</b>	
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	<b>APPROVED AS SUBMITTED</b>
	<b>APPROVED WITH CONDITIONS</b> (See attached conditions)
	<b>DENIED</b> (See attached justification for denial)

**SUBMIT COMPLETED FORM AND ALL SUPPLEMENT INFORMATION TO:**

**Email (preferred method):**

Board@SycamoreRunHOA.com

**Mailing Address:**

Sycamore Run HOA  
7915 S. Emerson Avenue  
Box 292  
Indianapolis, IN 46237