ELLA LEE FOREST HOA

ARCHITECTURAL CHANGE REQUEST

OVERVIEW

In accordance with Section 19 of the Ella Lee Forest Deed Restrictions:

"No improvements of any character shall be erected or the erection thereof begun, or changes made in the exterior design thereof after original construction on any lot or homesite in Ella Lee Forest until plans and specifications have been submitted to and approved in writing by the Architectural Committee"

An Architectural Change Request is considered approved after **THREE** Architectural Committee members have sign the request (physical or electronic). Please send request forms to ellaleeforest+architecture@gmail.com

GENERAL INFORMATION

Request Date   _____

Address   _____

CONTACT INFORMATION

Resident 1		*Resident 2 (Optional)*	
Name	_____	Name	_____
Phone	_____	Phone	_____
Email	_____	Email	_____

Contractor - Company		*Contractor - Direct Contact*	
Company	_____	Name	_____
Phone	_____	Phone	_____
Email	_____	Email	_____

DESCRIPTION OF CHANGES

Please include all relevant details such as dimensions, colors, and composition of materials. Specific requirements to ensure compliance with the Ella Lee Forest Deed Restrictions include, but are not limited to the following:

Section 9 - Exterior Wall Material Composition: If changes are requested changes include the exterior wall materials, a percent coverage calculation must be submitted to ensure 51% of the structure is covered in brick.

Section 2 - Setbacks : If changes are requested to the footprint of a structure, an accurate survey from a qualified surveyor must be included and accurately show all current building and lot lines.

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DESCRIPTION OF CHANGES (CONT.)

Start Date _____   Duration _____

General Description

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

THIS SECTION FOR HOME OWNERS ASSOCIATION USE ONLY - LEAVE BLANK

ARCHITECTURAL COMMITTEE APPROVALS

APPROVAL 1

Name _____   Signature

Date _____   _____

APPROVAL 2

Name _____   Signature

Date _____   _____

APPROVAL 3

Name _____   Signature

Date _____   _____