

WINDSTONE HOMEOWNERS ASSOCIATION ARCHITECTURAL REVIEW APPLICATION

In an effort to provide and protect each owner's rights and values it is required that any owner or groups of owners considering improvement and/or change of their property, other than minor landscaping must submit an ARCHITECTURAL REVIEW APPLICATION FORM to the Architectural Review Committee (ARC) for the plan improvement and/or change. If any property improvement/change is made that has not been approved, the Committee/Board has the right to ask the owner to remove the improvement and/or change from the property. (The Committee has thirty (30) days from the receipt of the form to approve or deny request)

In order for the ARC to consider your request all items marked with an "*" must be submitted with this application.

Date: _____ Name of Owner: _____
Property Address: _____ Lot No. _____
Home Phone #: _____ Business Phone (optional) _____
E-Mail Address (optional) _____

Plat Plan	Dimensions	Distance From Fences	Paint Color Sample	Shingle	Construction Material	Brochure (if possible)	Company (person doing work)	TYPE OF IMPROVEMENT
*	*	*			*		*	Decks - Patios - Sidewalks - Driveways
*	*				*		*	Fence - Gates
*	*	*	*	*	*	*	*	Gazebo, Greenhouse,
*			*	*	*	*	*	Home improvement (Examples garage doors-motion lights-windows-gutter-solar screens-awnings-shutters
*	*				*	*	*	Landscap c-Figurines - Arbors (Height needed)
			*		*	*	*	Painting (only if changing original approved colors)
*		*			*	*	*	Basketball goals (permanent)
*	*	*			*	*	*	Playground Equipment
*	*	*			*	*	*	Pools
*		*			*	*	*	Basketball goals (Portable)
				*	*	*	*	Roof
*	*	*	*	*	*	*	*	Shed
*	*	*			*	*	*	Spa
*	*	*	*	*	*	*	*	Spa (with enclosure)
*	*	*	*	*	*	*	*	Sun rooms - Porches - screened porches --
*							*	Tree Removal

The ARC maintains the right to request additional information that they deem necessary before approval will be granted. Please be aware that the above list may not cover all items needing approval. If in doubt please call Keith Collins Management Company. The ARC Home Improvement Request form must be submitted for any item that changes the appearance of your property.

RECEIVED ON: _____	RETURNED TO HOMEOWNER ON: _____
APPROVED: _____	DENIED: _____
_____ Committee Member	_____ Committee Member

I understand that the ARC will act upon this request at their first scheduled meeting upon receipt of my completed application. I will be contacted as quickly as possible with their decision. I agree not to begin property improvement/changes until the ARC notifies me of their approval. This approval is valid for 120 days if work has not started within this time, a new request must be submitted.

Signature _____ Proposed Construction Start Date _____ Proposed Construction Completion Date _____
Keith S Collins Company, LLC, 3036 Centre Oak Way, Germantown, TN 38138; 901/753-4170