



HOME  
IMPROVEMENT  
APPLICATION

Sugar Creek is a community of individual, well-designed quality homes. In order to maintain the integrity of the subdivision and continue to enhance the value and desirability of this area, all exterior improvements and/or maintenance to your property must be approved in advance by the Architectural Review Committee (ARC). The Committee will review your request to make sure that the modification will be done in a professional, sound manner and will fit in with the aesthetics of the community. Please provide as much detail as possible so that the Committee can properly understand your request. Without a complete description of your request, the form will be returned for more information. If any modification is made prior to approval by the ARC, the Committee has the right to require the homeowner to remove the improvement and/or change from the property at the homeowner's expense.

PLEASE COMPLETE THE FORM IN DETAIL

Owner's Name \_\_\_\_\_ Mailing Address \_\_\_\_\_  
Phone (Day) \_\_\_\_\_ Property Address \_\_\_\_\_  
Phone (Evening) \_\_\_\_\_ Section/Block/Lot \_\_\_\_\_

- 1. Briefly describe the improvement/change which you propose having done (you must be specific attach a sketch, drawing or photo): \_\_\_\_\_
- 2. Location of the improvement (attach a plot plan or sketch of location on property): \_\_\_\_\_
- 3. Materials to be used (attach sample if appropriate)  
Paint (paint chip required) \_\_\_\_\_ Lumber (type): \_\_\_\_\_  
Roof Shingles: Manufacturer \_\_\_\_\_ Color \_\_\_\_\_
- 4. Other comments: \_\_\_\_\_

PLANNED START DATE \_\_\_\_\_ EXPECTED COMPLETION DATE \_\_\_\_\_

According to the Deed Restriction, the ARC has up to 30 days after receipt of this application so please submit the request far enough ahead of time. For your own protection make sure you don't start the improvement until you have received proper approval.

Signature \_\_\_\_\_ Date \_\_\_\_\_

----- DO NOT WRITE BELOW LINE -----

Account Number \_\_\_\_\_ Date Received \_\_\_\_\_ Date Sent to ARC \_\_\_\_\_ Date of ARC Decision \_\_\_\_\_ Date Returned \_\_\_\_\_

Approved with the following restrictions, if any: \_\_\_\_\_

Disapproved for the following reasons: \_\_\_\_\_

Review Signature \_\_\_\_\_ Date \_\_\_\_\_ ARC Signature \_\_\_\_\_ Date \_\_\_\_\_