

# APPLICATION FOR ARCHTECTURAL COMMITTEE APPROVAL

## WESTHAVEN TRAILS COMMUNITY SERIVCES ORGANIZATION, INC ARCHITECTURAL COMMITTEE

**TO:** Westhaven Trails Community Services Organization Architectural Review Board

**PO Box 45348**

**Madison, WI 53744**

**Email:** [arb@westhaventrails.org](mailto:arb@westhaventrails.org)

**Date of Submission:** \_\_\_\_\_ 20 \_\_\_\_\_

**Note:** The application can be submitted **ONLY** to the **Chairman of the Architectural Review Committee (ARB)** of the association by e-mailing an electronic copy to [arb@westhaventrails.org](mailto:arb@westhaventrails.org) As a condition of consideration, applicant must be in good standing (current with assessments) with the association and not in violation of the deed restrictions.

**Applicant Name(s) and Address (please print):** \_\_\_\_\_

\_\_\_\_\_

**Applicants Phone (home):** \_\_\_\_\_ **(mobile)** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Legal Description/Lot Number:** \_\_\_\_\_

Describe in detail the alteration/improvement for which improvement is sought (*add pages as needed*).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please list supporting documents that you are submitting for consideration. Please note, required are site drawing, material list, contactor information, photos are always welcome.**

**List of documents that must be submitted for application to be complete.**

1. Scale map of lot [plot plan at scale of 1" = 1'] showing dimension of lot, location and dimensions of ALL improvements including house, garage, deck/patio, walkways, major landscaping, etc.
2. Show proposed changes/alterations to plot plan highlighting the change in yellow or red.
3. Show landscape changes proposed describing plant/shrub/tree type, number, location and size [height/gallons].
4. If deck or structural addition is proposed, show deck railing/building elements. If applicable describe color of roofing or siding

You are entitled to receive a written response within (10) days of the submission of all required documents to the architectural review committee. If the request is denied the reason for the denial will be noted.

**[Signed]** \_\_\_\_\_ **[Date]** \_\_\_\_\_ **[Signed]** \_\_\_\_\_ **[Date]** \_\_\_\_\_