PRESIDIO AT WILLIAMS CENTRE HOMEOWNERS ASSOCIATION

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ARCHITECTURAL AND LANDSCAPE REVIEW SUBMITTAL FORM

PRIOR TO THE COMMENCEMENT OF CONSTRUCTION OR INSTALLATION, ALL PLANS MUST BE SUBMITTED, TO THE DESIGN REVIEW COMMITTEE. APPROVAL TO PROCEED SHALL BE REQUIRED IN WRITING FROM THE DESIGN REVIEW COMMITTEE. FOLLOWING THE GUIDELINES DOES NOT ELIMINATE THE NEED FOR SUBMISSION OF PLANS (UNLESS SPECIFICALLY NOTED). YOU MAY EMAIL, FAX OR MAIL YOUR SUBMITTAL TO THE PHYSICAL ADDRESS LISTED ABOVE.

Date_	
1.	Owner's Name
	Lot or Unit #
	Address_
	Phone #
	Email Address
2.	Description of work to be done
3.	Type of materials to be used
4.	Color(s) to be used
5.	Contractor Name, Address, and Phone (if applicable)
	License #_
6.	Other Information

REQUIRED DRAWINGS, MEASUREMENTS AND LAYOUT:

An accurate drawing must be attached using your lot dimensions showing the exact location of the proposed structure with setbacks from wall, height and dimensions of structure(s), as well as all colors to be used in the project. For patio additions or anything that must tie into the roofline, an elevation (finished exterior appearance) of the proposed structure must also be attached.

The Design Review Committee shall have up to **60** days after submittal of plans to approved or disapprove plans. No verbal approvals/disapprovals will be given by the management company. All decisions will be in writing and

will be mailed via US Mail.		
Committee action taken		
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