

DATE RECEIVED: _____

VILLAGE OF ALMADALE ARCHITECTURAL CHANGE APPLICATION

From: _____

Lot: _____

Address: _____

Home Phone: _____

Email: _____

Work Phone: _____

The Declaration of Covenants requires that you submit all proposed exterior additions or changes to your home or lot to the Architectural Review Committee for approval. Your application must include detailed information describing the proposed changes. To help you make sure your application is complete; checklists are available for many common alterations.

Type of Proposed Change

_____ Outside Walks/Stairs
_____ Garage Doors/Exterior Doors
_____ Driveway/Walkways
_____ Sunrooms/Patio Covers
_____ Swimming Pool
_____ Decks/Patios

_____ Fences/Retaining Walls
_____ Landscape Front and/or Side Yard
_____ Roofing Replacement
_____ Painting House or Trim New Color
_____ Other

Description of Change:

Required Documents For Consideration:

- Elevations – Include front, side and rear elevation drawings to-scale.
- Site Plan – Show improvements in relation to the home and setbacks to-scale.
- Color Samples – Color changes only.
- Extras – Include sketches, clippings, pictures, and/or catalog illustrations for clarity.

It is the owner's responsibility and obligation to obtain all required building permits, to contact the utility and cable companies, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes.

Village of Almadale Architectural Change Application Checklist

Deck/Porch/Patio/Awning/Trellis

- _____ Complete Architectural Change Application Form
 - _____ Copy of lot survey (or scaled drawing) showing location of proposed addition with _____ dimensions
 - _____ Scaled drawing showing elevations and dimensions including length, width, and height of _____ addition
 - _____ Type of material(s) to be used
 - _____ Color/finish
- *Awnings allowed only on back or side elevations (not allowed on street side elevations)

Fences

- _____ Complete Architectural Change Application Form
- _____ Copy of survey showing location of fence on site
- _____ Sketch, photograph, or brochure showing design (including gates)
- _____ Any brick columns should match house brick
- _____ Fence must be set back at least 10 feet from front of house
- _____ Materials: Brick, Wrought Iron, Privacy Wood or a combination of the three

Landscaping (major additions or changes only)

- _____ Complete Architectural Change Application Form
 - _____ Landscaping plan drawing with plants and other materials included
 - _____ Samples of decorative rock or border material
- *No rock ground cover (in place of mulch) or landscape timbers in front yard

Exterior Paint Color Change

- _____ Complete Architectural Change Application Form
- _____ Supply paint chip(s)
- _____ Specification of areas to be painted and color to be used in each area

Roof Shingles

- _____ New roof shingles must be three dimensional architectural grade
- _____ If there will be a color change, provide enough samples to represent color variations

Play Equipment

- _____ Complete Architectural Change Application Form
 - _____ Copy of survey showing location of play equipment on site
 - _____ Approval from neighbors for play sets
 - _____ Portable basketball goals only; no in-ground or garage mounted
 - _____ Brochure or catalog photo and description
 - _____ Color/finish
- *Location should be neighbor friendly and not be seen from the street to the extent possible

Pool

- _____ Complete Architectural Change Application Form
- _____ Copy of survey showing location of pool on site
- _____ Scaled drawing showing dimensions of pool and pool decking
- _____ Location of pool equipment
- _____ Type of pool; no above ground pools allowed

Village of Almadale

PO Box 1525

Collierville, TN 38027

901.861.3474

villagealmfarms@aol.com

Date:

RE: _____

Dear Homeowner:

Thank you for your submittal of _____ for improvement/change. The Architectural Review Committee will evaluate your request and you will be notified with a decision within 30 days. It may be necessary for an ARC member to contact you or visit your property in order to complete your request.

Sincerely,

Village of Almadale Farms

Village of Almadale

PO Box 1525

Collierville, TN 38027

901.861.3474

villagealmfarms@aol.com

Date:

RE: _____

Dear Homeowner:

The Architectural Review Committee has evaluated your request.

_____ Your request has been approved.

_____ Your request has been approved with the conditions listed below.

_____ Your request has not been approved.

Comments/Conditions:

Sincerely,

Village of Almadale Farms