

**WOODLAND SHORES HOA
REQUEST**

ARCHITECTURAL REVIEW

Date Submitted: _____ Date Received: _____

The Architectural Review Committee has 35 days to review your request and advise you of their decision. Please plan your project start date accordingly. If you should start without approval, legal action may be taken by the HOA without notice.

To insure a quick and complete response to your request;
-Fully complete all requested information on this request.
-Attach additional exhibits/information such as lot survey, plan view or elevation drawings, complete description of materials such as a photograph of proposed item.

NOTE: You, the homeowner, are responsible for securing any necessary building permits or approvals from Jackson County and/or the City of Lee's Summit. Any improvements made within an utility easement on your property are subject to relocation or removal, should any future utility maintenance work be required by Jackson County, City of Lee's Summit, or other utility company. The cost of restoration, should this relocation or removal be necessary, is at the homeowner's expense. Restorations must be submitted to the ARC for approval.

Request submitted by: _____

Street Address: _____

Home Phone: _____ Work Phone: _____

Email: _____

PLEASE check the following applicable to your project:

Modifications to: ___ Home ___ Fence___ Patio ___ Other___

Property Additions: ___ Home ___ Fence___ Deck___ Other___

Fence___ Patio___ Deck___ Other___

PROJECT DESCRIPTION: (Include size, materials being used, colors)

Attachments: Any illustrations must include dimensions of modification/addition, including heights (if applicable). Survey should also note distance from modification/addition to house and side and rear lot set back lines.

Survey Required_____	Elevation Drawing Required_____	Illustrations Required_____	Color Samples
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Estimated Start Date: _____ Estimated Completion Date: _____

Homeowner Signature: _____ Date signed _____

By submitting this request, I agree to perform the work described strictly in accordance with the approved plans and specifications.

PLEASE MAIL TO:
Woodland Shores HOA
c/o Architectural Committee
2405 NE Lake Breeze Pt.
Lee's Summit, MO 64086

FOR ARC USE

Date Received: _____ Complete Information Received: ____ Yes ____ No

If No, Additional Information Required :

Date Notified Homeowner Need Additional Information: _____

Date Received Complete Information: _____

Date: _____

Approved: _____ Approved with Revisions _____ Not Approved _____

Revisions required:

Reasons for Denial:

ARC Representative: _____