

Ellington Place Owners Association
ARCHITECTURAL REVIEW APPLICATION

Application Instructions:

Any changes to the exterior of your house or yard must be submitted for approval. *Please do **not** begin work until you receive approval of your application.*

1. Please provide a detailed description of the changes that will be made. Applications must include lot survey, site plans, diagrams, color chips, material specifications, sample products, photographs, and any other information that will adequately describe the finished product. All landscaping plans must include the size, number, and type of plants to be approved.
2. Email this completed application form, along with any requested information, to the Association's Board of Directors, at ag@alsopcompanies.com. If you have information that can't be sent via email, contact us at that email address for instructions.

Failure to provide complete information will delay the approval process.

NOTE: It is the property owner's responsibility to ensure that all requests conform to applicable zoning and building regulations and that approved projects are properly permitted in accordance with all city, state, and municipal requirements.

Applicant's Information	
Name _____	Application Date _____
Property Address _____	Phone Number _____

Application for: Exterior Paint Recreational Equipment Fencing
 Swimming Pool Landscape Installation Other _____

Attachments Submitted by Property Owner:

- Written description of project
- Lot survey showing location of addition or installation, if applicable
- Specifications (i.e. copies of plans indicating dimensions, materials, colors, etc.)
- Paint chip/ color samples
- Other (i.e. pictures, brochures, etc.)

THIS SECTION TO BE COMPLETED BY ARCHITECTURAL REVIEW BOARD

Date Rec'd _____ Date Approved _____ Date Denied _____

NOTES/COMMENTS: _____

BY: _____
Architectural Review Board