



**Community Improvement Association
Architectural Control Committee**

ALTERATIONS AND ADDITIONS

All exterior modifications to your property must be approved in advance by the Architectural Control Committee. The ACC will review your request to make sure that the improvements will be done in compliance with the Deed Restrictions, Design Guidelines and Policies and will fit in with the aesthetics of the community. Please provide as much detail as possible so the ACC can properly understand your request. Without a complete description of your request, the form will have to be returned for more information. After you've filled out this form, please return it to the Walden C.I.A. office. Thank you for your cooperation and concern for your community.

OWNER NAME _____

PROPERTY ADDRESS _____

HOME PHONE _____ CELL _____ OFFICE _____

EMAIL _____

LEGAL DESCRIPTION OF PROPERTY: SECTION _____ BLOCK _____ LOT _____

DESCRIBE THE IMPROVEMENT (you must be specific – attach dimensions along with a sketch, drawing or photo.)

**REQUIRED: SITE PLAN INDICATING LOCATION OF IMPROVEMENTS TO SCALE
ALONG WITH DRAINAGE PLAN**

LIST MATERIALS TO BE USED (attach sample, if appropriate)

Paint (paint chips **required**) _____

Lumber or brick (type/grade) _____

Other _____

COMPANY/PERSON NAME & PHONE NUMBER PERFORMING THE IMPROVEMENT:

LICENSURES _____

OTHER COMMENTS:

PLANNED START DATE _____

EXPECTED COMPLETION DATE _____

According to the Deed Restrictions, the Architectural Control Committee has up to 30 days after receipt of this application to make a decision, so please submit the request far enough ahead of time. For your own protection, make sure you do not start the improvement until you have received proper approval. The more detail you provide about your improvement, the easier it will be to understand what you plan to do and to make a decision. This approval is only good for 6 months.

PERMISSION IS GRANTED TO MEMBERS OF THE ACC TO ENTER MY PROPERTY IF NECESSARY.

SIGNATURE _____ DATE _____

ACC ADMINISTRATOR

Dixie Jennings

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