

**To: The Reserve at Spencer Creek Architectural Advisory Committee
THE RESERVE AT SPENCER CREEK HOMEOWNERS ASSOCIATION**

REQUEST FOR ARCHITECTURAL APPROVAL

<hr/> Homeowner Name (s)	<hr/> Date of Request		
<hr/> Street Address	<hr/> Phone		
<hr/> City	<hr/> State	<hr/> Zip Code	<hr/> Section

PLEASE READ THESE INSTRUCTIONS CAREFULLY. IN MOST CIRCUMSTANCES, REQUESTS THAT DO NOT COMPLY WITH THE INSTRUCTIONS ARE DISAPPROVED.

1. **Include a description of the proposed home and/or landscape improvement, change or addition, material to be used, (including similarity to existing structures and materials as appropriate). Use a separate piece of paper if necessary.**
2. **Please attach drawings to this request showing all proposed improvements including relationships to existing structures (house), landscaping and lot lines (copies of architect's or contractor's drawings, if any, are desired). Two drawings or more are needed to clearly show proposed improvements including existing structures:**
 - A. **Plat Plan "Top-down map" (may be drawn on copy of your lot survey)**
 - B. **Elevation(s) "Side views" (one or more as necessary.)**

Note: A permit and inspection by the City of Franklin may be required and is the homeowner's responsibility to obtain. ACC Approval does not imply and is subject to compliance with City Codes.

<hr/> Homeowner(s) Signature	<hr/> Estimated Completion Date
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Homeowner(s) Signature

Approved Yes _____ NO _____

Remarks:

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Remarks applicable to all fence requests: Fence cannot obstruct the flow of surface water or the flow of water in any drainage easement. Property pin markers and property lines must be established before construction begins. Maintenance of homeowner's property outside the fence (i.e., easements) is the responsibility of the homeowner.

*****Please return this form when completed to Anthony Roselli at aroselli@wmco.net*****

Or you can mail it to:

Reserve at Spencer Creek HOA

109 International Drive

Suite 220

Franklin TN 37067.

If you have any questions, please call our office at 615-794-1411 or e-mail aroselli@wmco.net.