

**HOMESTEAD OWNERS ASSOCIATION
DESIGN REVIEW COMMITTEE
APPLICATION FOR CHANGES/ADDITIONS**

This Homestead DRC Change Form will help you present a complete application for any changes you plan to make in Homestead. As you know covenants require DRC approval for any exterior change, including fencing, painting, remodeling, and landscape changes. Submittals for alterations, remodels or additions to the existing structure will require \$0.15 per gross square foot application fee, with a minimum fee of \$100. For color changes, landscaping or requests that can be staff approved, a \$25 application fee will be charged. An hourly rate will be charged for these requests that cannot be staff approved, and require architectural or other outside consultation. Please contact staff to find out if your change can be staff approved. Staff submittal review will take 10 days to 2 weeks.

This Change Request Application, the fee, site plan to scale, sketches or color chips, and a photo of the existing structure/area must be submitted 15 days prior to the DRC Board meeting held the 2nd Friday of every month at 8am. All submittals will require neighbor notification. Neighbors within 60 feet of your property will be notified of these changes by DRC staff.

Name _____ **Phone** _____

Address _____ **Fax** _____

_____ **Lot** _____ **Block** _____ **Filing** _____

Nature of Change _____

Building Permit Required? Yes _____ No _____

Fee to DRC \$25 _____

\$0.15/sq ft (\$100 min.) _____

Performance Bond _____

Project Start Date _____ **End Date** _____

Repainting – Bring in a complete set of elevations showing which areas you plan to paint which colors. Please provide paint chips or samples and a photo of your home.

Remodels, Expansions, etc. – Provide specifications, elevations, site plan, construction management plan, and floor plans that affect the exterior of your home. Please provide a present day photo of your home.

Fences – Provide a sketch or photo of the fence design, to scale site map showing location, dimensions, specifications and materials.

Landscape Changes – Provide a new landscape plan on a site plan to scale that clearly shows setbacks and home location, specifications and materials.

**SIGNATURE OF
OWNER** _____

DATE _____