

ARCHITECTURAL REVIEW BOARD

REQUEST FOR CHANGE

Villages of Providence Homeowners Association

Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_ Lot # \_\_\_\_\_

City: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

Improvement: (Complete Description)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contractor Licensed:        ( ) Yes ( ) No

Building permit required:    ( ) Yes ( ) No    If so, have obtained: ( ) Yes ( ) No

Dimensions: \_\_\_\_\_ (if applicable)

Contractor Name: \_\_\_\_\_

Color: \_\_\_\_\_ (if applicable)

Contractor Phone: \_\_\_\_\_

Location: \_\_\_\_\_ (on home/property)

Cost of Project: \_\_\_\_\_

Construction Materials: \_\_\_\_\_

\_\_\_\_\_

Paint/Stain Selection (if applicable): \_\_\_\_\_

(Please list the paint/stain color, manufacturer name, and the retailer where it was purchased.)

All Submissions must be accompanied with the following:

- Architectural drawing and/or pictures
- Property survey/plat showing improvement(s)
- Description and samples of materials
- Evidence of government approval (permits for city and county, etc) where applicable

INTERNAL USE

Date Management Firm Rec'd: \_\_\_\_/\_\_\_\_/\_\_\_\_        Rec'd By: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date Approved:        \_\_\_\_/\_\_\_\_/\_\_\_\_        Date Denied:        \_\_\_\_/\_\_\_\_/\_\_\_\_

Approval/Denial Explanation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Architectural Review Committee Signatures:

\_\_\_\_\_  
\_\_\_\_\_

You may not begin construction on any modification until you have received written approval from the Architectural Review Board.

NOTE: REMEMBER TO ALLOW THIRTY (30) DAYS AFTER SUBMISSION TO THE ARB. PLEASE SEND COMPLETE REQUEST PACKAGE TO:

Ghertner & Company  
c/o John Kidd  
50 Vantage Way, Suite 100  
Nashville, TN 37228  
Telephone 277-0358  
Fax 259-4540  
Email - [john.kidd@ghertner.com](mailto:john.kidd@ghertner.com)

IMPORTANT NOTICE: FOR YOUR PROTECTION, INQUIRE AND OBTAIN CITY AND/OR COUNTY PERMITS BEFORE SUBMITTING REQUESTS FOR APPROVALS TO THE ARB.

APPROVAL OF ANY STRUCTURE BY THE ARB IS IN NO WAY A CERTIFICATION THAT THE STRUCTURE HAS BEEN BUILT IN ACCORDANCE WITH ANY GOVERNMENTAL REGULATION(S) OR THAT THE STRUCTURE COMPLIES WITH SOUND BUILDING PRACTICE OR DESIGN.

NEITHER DECLARANT, THE ASSOCIATION, THE ARB, THE BOARD, NOR THE OFFICERS, DIRECTORS, MEMBERS, EMPLOYEES AND AGENTS OF ANY OF THEM SHALL BE LIABLE IN DAMAGES TO ANYONE SUBMITTING PLANS AND SPECIFICATIONS TO ANY OF THEM FOR APPROVAL, OR TO ANY OWNER OF PROPERTY AFFECTED BY THE DECLARATION BY REASON OF MISTAKE IN JUDGEMENT, NEGLIGENCE OR NONFEASANCE ARISING OUT OF OR IN CONNECTION WITH THE APPROVAL OR DISAPPROVAL OR FAILURE TO APPROVE OR DISAPPROVE ANY SUCH PLANS OR SPECIFICATIONS; NOR SHALL ANY OF THEM ASSUME LIABILITY OR RESPONSIBILITY FOR ANY DEFECT IN ANY STRUCTURE CONSTRUCTED FROM ANY SUCH PLANS AND SPECIFICATIONS.

Homeowner acknowledges that he/she has read all pages of this form:

\_\_\_\_\_  
HOMEOWNER'S SIGNATURE

\_\_\_\_\_  
HOMEOWNER'S SIGNATURE

\_\_\_\_\_  
DATE RECEIVED

Revised 11/2010

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