



MELROSE SUBDIVISION MODIFICATION APPLICATION

MELROSE SUBDIVISION HOMEOWNERS ASSOCIATION, INC.

PLANS AND SPECIFICATIONS MUST BE ATTACHED

Owner/Applicant

Name(s): _____
Job address _____

Phone# _____

DATE:

Building Site Information

Lot# _____
Subdivisio MELROSE

CONTRACTOR INFORMATION (If applicable)

Name _____

Address _____

Phon (Day _____

Perm) _____

Are you doing the work yourself?

Does the City require a Permit?

Yes or No

PLANNED ACTIVITY: Privacy Fence Storage Building Children's Play Set
 Landscape Plantings Other

BRIEF DESCRIPTION OF WORK

By signing below, I certify that I have read the Declaration of Single Family Residential Protective Covenants, Conditions, and Restrictions for Melrose Subdivision, along with any and all amendments thereto (the "Covenants, Conditions and Restrictions") and understand that I must comply with the Covenants, Conditions and Restrictions. I also certify that I have read the Melrose Architectural Review Committee Post House Closing Design Guidelines (the "Design Guidelines") that have been adopted by the Melrose Homeowner's Association Board of Directors and understand that I must comply with the Design Guidelines. I also certify that I have read this application and exhibits attached hereto (the "Application") and agree to comply the terms set forth herein. I hereby acknowledge that I must wait on full Architectural Review Committee approval before commencing any work on my property. Furthermore, I hereby acknowledge that if I fail to comply in full with the Covenants, Conditions and Restrictions, the Design Guidelines, or the Application, I am subject to any and all remedies available to the Melrose Homeowner's Association, Inc. pursuant to the aforementioned documents and applicable laws. , I am subject to **any and all remedies available to the Melrose Homeowner's Association, Inc. pursuant to the aforementioned documents and applicable laws.**

FILL OUT COMPLETELY BEFORE SUBMITTING, NO JPEG allowed scan to
knelson@regencymultifamily.com or fax to 334-347-0139

OWNER

Date

M E L R O S E



CLARIFICATION EXHIBIT - STORAGE BUILDING APPLICATION SUPPLEMENT:

The applicant agrees to adhere to the ARC Design Review standards below and the storage building exhibit to this application. Please read through thoroughly and fill in the appropriate information below.

Section IIIA - Owners shall secure reviewer approval prior to construction of any accessory building, including garden or tool sheds or permanently installed playhouses. A detached garage is not considered an accessory building, and its construction shall require reviewer approval on a case-by-case basis. Accessory buildings shall meet the following criteria:

1. An accessory building must be of the same color, material, and architectural style as the main residence or of color, material, and style that is generally recognized as complementary to that of the main residence. An accessory building's roofing materials shall match those of the main residence. If the accessory structure is enclosed by a privacy fence that conforms to the Architectural guidelines, the ARC may grant a variance to allow different materials than the main structure. However, in no instance shall more than 2' of the accessory building be visible from the outside of the privacy fence. ARC will require the materials that stick above the privacy fence for the 2' allowable section to be built of similar colors and the same roofing material and roofing colors as the primary residence. Note: If the lot has topography that will allow visibility into the back yard from any street, then the accessory structure has to conform to the standard.
2. Any utilities servicing accessory buildings shall be installed underground.
3. Accessory buildings shall be located in the rear yard but may not be located within an easements area, shall not unreasonably obstruct any adjacent neighbor's views.
4. Roof lines, gables, and roof forms should be varied to avoid a continuous one level elevation along the street. Main roof forms should be pitched at no less than 8/12 and are complementary to the overall structure of the home. Accent roof pitches, such as porches and stoops, may be approved on a case by case basis at a reduced pitch, but shall not be less than a 4/12 pitch. No pitch shall exceed 14/12. Dormers may exhibit arched, gabled, mansard, or hipped forms. No 3 tab shingles will be allowed on any structure that is visible from any street.

Design Review Questions for Storage Building Applications:

- 1) **The proposed storage building must sit behind an existing 6' wooden privacy fence. Please circle the correct answer.**
Note: Under no conditions will the ARC grant a variance on a storage building that brought onto a lot with the intentions of installing a privacy fence afterwards.
If you do not have a fence have you submitted a fence application?
 a. Yes b. No
- 2) **Please give the dimensions of the structure below:**
 a. Height (from the ground to the ridge of structure) _____ feet _____ inches
 b. Width (side to side) _____ feet _____ inches
 c. Length (front to back) _____ feet _____ inches
- 3) **What is the exterior cladding materials: Please circle the appropriate one.**

a. Sides	b. Cornice	c. Roof
Brick	Vinyl/Aluminum	Architectural Shingles
Fiber Cement Siding	Fiber Cement	are the only roof material
Wood Siding	Wood	allowed!
- 4) **What are the colors of the exterior:**
 a. Sides _____ b. Cornice _____ c. Roof _____

Any prefabricated storage building requests must have a picture of the structure attached to the application. Any Site Built building must have all of the documentation required in Section II B 1-3. Number 4 is only required if not listed above. On the following page, applicant is to use the graph paper to draw a site plan of their lot. On this graph paper, please first draw your lot, then your home. Then show any fence on the boundary lines. Show the location of where the structure is requested to sit on the lot Be sure to label the front of the home. See the sample on the Association Voice site for Guidance of what the ARC needs to process the request efficiently.

OWNER

Signature required

Date

M E L K O S E

Site Plan Exhibit

