

Governor's Estate

Architectural Control Committee Application

The Architectural Control Committee Application must be completed for any new construction or anticipated exterior alterations to your property. As you prepare your application, please be specific and detailed as possible in the submission of your project to eliminate questions and unwanted delays in the processing of your application. Please remember that you may be very familiar with your project, however, the Architectural Control Committee is not.

Attach to your application following information:

- A completed Architectural Control Committee Application Form;
- A plot plan showing the location of the house along with any other structures on your lot, and the proposed structure (including dimensions from the property line or other structures);
- A description of the project, including dimensions of the project;
- A complete materials list of the project, including paint and/or stain color;
- A picture or drawing of the intended project; and
- Estimated start and completion dates.

The Architectural Control Committee will review your application as quickly as possible. The Committee meets routinely and the Association's Covenants mandate that our committee makes a determination within 30 days. The Committee will either approve your project as submitted, deny the project entirely, or deny the project until additional information can be provided or questions addressed. If you have not submitted sufficient information with your application, you will be notified which information is required to complete the review of your project.

DO NOT BEGIN WORK ON YOUR PROJECT UNTIL YOU HAVE RECEIVED AN APPROVAL FROM THE ARCHITECTURAL CONTROL COMMITTEE. WORK WHICH BEGINS BEFORE SUCH APPROVAL IS AT THE RISK OF THE PROPERTY OWNER AND SUBJECT TO DENIAL WHICH MAY RESULT IN LEGAL ACTION AGAINST THE PROPERTY.

Once approval has been received, work on your project should begin within 3 months and be completed within 6 months.

Your completed application form and materials submitted with it will be filed and **will not be returned**. Please be sure you make copies for your records.

Thank you in advance for your cooperation and compliance with the guidelines that continue to make Governor's Estate a desirable community in Warner Robins.

Home Owner Information

Owner Name	
Property Address	
Mailing Address (if different)	
Phone Number	
Email Address	

Improvement Specifications

1. Type of Improvement:

2. Location of Improvement:

3. Materials Used:

4. Contractor Name:

Expected Start Date:

5. Contractor Phone Number:

Expected Completion Date:

Improvement Specification Instructions: Use the space above to provide the following information. Attach additional pages where necessary.

1. **Type:** Sufficient detail should be provided to enable the Committee to clearly understand the nature of the improvement/alteration. Dimensions of the improvement/alteration should be included, along with any pictures or drawings, where applicable. The more detail that is provided, the sooner the design review can be completed and a decision rendered.
2. **Location:** Include detailed information on the location, with dimensions, of the improvement/alteration in relation to existing structure(s). Include a site plan to show the orientation of the improvement/alteration with respect to streets, walks, easements, and any neighboring structures.
3. **Materials:** Include a list or description of the material to be used. Please include samples of materials and/or color swatches, where applicable.
4. **Contractor & Dates:** Include the name and phone number of the contractor to be used. If you are going to do the work yourself, include a description of your experience and/or credentials that qualify you to do the work. Include your estimated start date and completion date.

The Association and its Architectural Control Committee specifically deny and disclaim any responsibility whatsoever relative to problems of any nature which may arise concerning the proposed improvement, including, but not limited to, problems with utilities, governmental agencies, individual property owners and possible problems relating to the quality of materials and craftsmanship.

I understand that I must receive the written approval of the Architectural Control Committee in order to proceed. Architectural Control Committee approval does not constitute approval of the local building or zoning department, drainage design or structural or engineering safety and/or soundness. I understand that I may be required to obtain building or other permits and approvals prior to the commencement of any work. I agree that my failure to obtain required building or other permits and approvals will result in the withdrawal of the Architectural Control Committee’s approval. I further understand that the approval received is specific to the plans submitted. Any alterations or deviations from an approved plan requires separate approval from the Architectural Control Committee.

I certify that the information included on and with this application is an accurate representation of the proposed improvements/modifications and that the work will conform to applicable standards. I further certify the work will be completed as outlined in this application and as approved. I understand work is not to begin until approval has been received. I authorize the Architectural Control Committee or its representatives to enter onto my property to inspect the project to confirm completion as approved.

Owner’s Signature		Date:
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OFFICE USE ONLY	
Date Received	
Date of Decision	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
<input type="checkbox"/> Denied—additional information needed.	
ACC Signature:	