

DROVERS CROSSING SUBDIVISION

INDENTURE SECTION 8: PLAN APPROVAL

ALL EXTERIOR ALTERATIONS/IMPROVEMENTS/ADDITIONS/REPLACEMENT

Architectural Review Request Form

Date Submitted: _____

Owner Name: _____

Street Address: _____

Phone Number: _____

Request Summary: _____

The following information must be included with this request form for ALL CHANGES to any lot.

- Type of material to be used and actual depiction (drawing or photo) of item with specifications/dimensions.
- Location with respect to topography and finished ground elevation. Stakes showing location may be required depending on alteration/addition and/or change.
- A description as accurate and complete as possible – attach additional pages to this form.

BEFORE SUBMITTING THIS REQUEST:

- **READ THE SUBDIVISION INDENTURES, AMENDMENTS AND RULES** this may save both time and expense. Approvals assume that the owner has not requested any item that is in violation of the restrictive covenants. It is the responsibility of the owner to submit ONLY items that are in accordance with the restrictions and the owner is liable for any requests that are inadvertently approved containing a direct violation of the indentures. In any such instance, the approval is automatically void and the owner will be required to bring any improvement into conformity with the Restrictions.
- Approval is based on guidelines found in our Indenture, Amendments and Rules. If the alteration/improvement is not addressed in the Indenture, Amendments and Rules, the final decision will be based on the conformity of the external design with the existing homes in Drovers Crossing Subdivision per the Indenture Section 8: Plan Approval.
- Under no circumstance does approval by the Homeowners Association indicate full authorization. In addition, it may be necessary to obtain building permits and structural approval as required by the City of St. Peters and the County of St. Charles. All improvements are subject to local Building Regulations and Restrictions of record.
- If the homeowner proceeds without all necessary approval, he/she may be subject to legal proceeding as well as having to remove all unauthorized improvements and/or alterations.
- Formal written response from the Board of Trustees may take up to 30 days. Please allow enough time prior to the onset of requested work for the review process to transpire.

Homeowner signature

Submit completed request form and required documentation to:

Drovers Crossing Homeowners Association, Inc.
c/o Community Managers Associates
14323 South Outer Forty Rd. Ste., 301N
Chesterfield, MO. 63017
Office: 314-878-0025
Fax: 314-878-2773

Internal Use Only

Date received: ____/____/____

Approved: ____/____/____

Denied: ____/____/____

FINAL TRUSTEE APPROVAL:

____/____/____

Notification mailed: ____/____/____

www.drovers-crossing.com

06/2015