

REQUEST FOR ARCHITECTURAL REVIEW BOARD APPROVAL

SEND TO: Summerfield Community Association
4117 NW 122nd Street, Suite B
Oklahoma City, OK 73120

Please do not start or schedule any work without ARB approval. Please note that the ARB has 30 days to respond to your request.

REQUEST FOR: Property Owner: _____
Address: _____
Zip Code: _____ Phone: (W) _____ (H) _____

Approval is requested for the following project(s):

1. **New Home Construction**

- Submission must include architectural plans and list of materials to be used.
- Verify compliance with Covenants, ARB Regulations & Requirements and City Ordinances.

2. **Additions to Existing Residence** Specify: _____

- Examples: Deck, arbor, patio, porch enclosure or cover, sun room, siding, whole room addition or any other modification to exterior.
- Submission must include detailed drawings or plans showing dimensions, location and materials to be used. Please specify color(s) of materials to be used.

3. **Painting of Exterior**

- Submission must include paint chips or samples of all paints to be used.

4. **Fence**

- Submission must include drawing or plans showing location of fence with relation to property line (in certain situations, this may need to be verified by a pin survey or certified copy of plot map), height, style and materials to be used. Note that there are specific types approved by the ARB. ***Any part of a wooden fence that is visible to the public or faces toward any Common Area or Public Access area must have the smooth side facing out. This includes the Common Area adjacent to the Avalon Woods addition.***

5. **Roof Replacement** Please note that the roof requirements vary by area as to type, weight and color.

- Submission must include Brand name, type, and years of warranty, weight and color.

6. **Antennae (TV, Satellite or other)**

- Specify type, size and location (Note that antennas are to be located in the rear of a residence and should not be visible from the street).

7. **Mailbox (New or Replacement)**

- Types of mailboxes approved by the ARB vary by area within Summerfield. Please make certain of the types approved in your area. Submission must include diagram or plans showing location of mailbox.

8. **Outbuilding**

- Submission must include a drawing or plans showing building dimensions, pad height, location, and materials to be used (including roofing and color).
- Please note that there are specific guidelines with regard to outbuildings. A copy of these guidelines may be obtained from the Association Office.

9. **Tree Removal** Any tree with a 4-inch diameter requires ARB approval prior to removal. Please note that flowering trees or shrubs may not be removed without ARB approval, regardless of their diameter.

- Specify reason for removal _____

10. **Other** _____

Requested by: _____ Date: _____

Signature