# Brownstone Manor Architectural Control Application c/o Sunrise Property Management Group

c/o Sunrise Property Management Group P. O. Box 402 / Huntertown, IN 46748 260-625-6605

info@sunrisepropmgt.com

Name(s)	Date	Lot		
Address				
Email Address	Phone #			
Projected Start Date of Project	Projected End Date of Project			
Please be aware of the following:				
-Residents or their contractors are responsible to call 8	11 for utility locates			
-Homeowner is responsible to confirm all projects stay	•			
-Most projects require permits. Please call the Allen	County Department of Planning at	260-449-7607 first and then call the Allen		
County Building Department at 260-449-7131. Residen	ts or their contractors are responsible	e to call these departments and obtain permits		
<ul> <li>Please read the Architectural Control section of your website at <a href="www.sunrisepropmgt.com">www.sunrisepropmgt.com</a> or on the Appfoli</li> <li>6' fences on pond lots and all sheds are prohibited</li> </ul>	•	ng your project. Copies can be found on our		
- All projects should be completed within 60 days of st	art date			
- All playsets must be wooden -no metal				
Projects that don't require approval	from the Architectural (	Control Committee:		
- Firepits- Unless being set on newly added concrete. I	f so, please fill out and return applic	cation and plot plan		
- Trampolines -Resident responsible to secure to tram	apoline to ground to prevent being	blown away in high winds. Resident can be		
held responsible for any damage caused to person or pr	operty if blown off their lot			
- Portable basketball goal- Must be placed in drive	eway only-NOT in Right-of-Way	(street or sidewalk). Resident can be held		
responsible for any damage caused to person or proper	rty if blown over. Must be kept upr	ight at all times- not permitted to be laid on		
ground or driveway				
Projects that require approval from	the Architectural Contro	ol Committee:		
Please indicate the proposed project type by placings an	n "x" next to description(s) below a	nd provide a brief description of the project		
Roof replacement* Room addition	_ In Ground Pool _ Playset _ Screened in patio/3 season room _ Attached Solar Panels* be below)	<ul><li>Hot tub</li><li>Patio or patio extension</li><li>In-Ground Basketball goal</li><li>Landscaping</li></ul>		

Description of Project:

## Required information about your project

Fences: Height: 4' Material: Vinyl Metal* Style: Picket Ornamental _ Color:*  * Wrought iron or aluminum pov	I C Solid (privacy) I —— vder coated ornamental	Color: Dimensions: fences allov	: Length _ wed- no c	Width	es	
Dimensions for all proposed imp	rovements must be wri	itten on you	r plot pla	n - See page 3	3 for example	
All other projects (if applicable)						
Color:	Materials:			Height:		
Contractor name (if applicable) _						
Before submitting this app	olication, did you:					
<ol> <li>Fill out all required info in the content of the Architectural Content of the Allen Content of the Allen Content of the Allow enough time for the content of t</li></ol>	ontrol section of your Repartment of Planning & A home with all required is (if applicable) and any place committee to render a plication and suppo	estrictive Cov Allen Co Build info (if applid pictures or e a decision be	ding Dept cable) examples efore star	of your projec	ct	ractor or
<ol> <li>Opload all documents on</li> <li>By mail: Send to Sunrise</li> <li>By email: Send to info@s</li> <li>ONE ATTACHMENT</li> </ol>	Property Management G	•				WORK AS
Approval process:						
the Architectural Control 2. When decision rendered	<ol> <li>Once application &amp; supporting documents (if applicable) are received in our office they are reviewed and sent t the Architectural Control Committee for consideration</li> <li>When decision rendered by the committee, you will be contacted by our office with decision. This process usually takes 1-2 weeks but can take up to 30 days</li> </ol>					
I attest that I am the current hor application.	neowner of this proper	ty and that I	I have rea	ad and comply	y with the conditi	ions of this

Homeowner's Signature

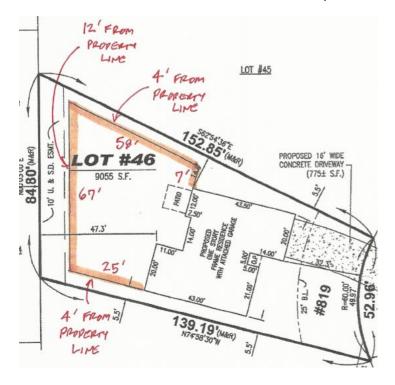
### Action taken by Architectural Control Committee

Date application received	Date of decision				
Project approvedProject requires more information					
Project not approved					
Approved by					

**These are examples only**. You will need to attach a plot plan of <u>your</u> home with <u>your</u> dimensions and other required info with your application.

If you can't find a copy of your plot plan, please create a sketch of your property with your proposed project and indicate distances from your project to all property lines (does not need to be to scale but measurements must be accurate)

#### **EXAMPLE OF REQUIRED PLOT PLANS FOR FENCES**



#### **FENCE REQUIREMENTS**

- 1. Plot plan of lot with location of fence
- 2. Sketch of proposed location and dimensions of home on lot fence
- 3. Exact dimensions of fence
- 4. Exact distances from all property lines
- 5. Location of gate(s) if applicable

#### RESTRICTIONS

- No fences within 2' of any property line
- No fences forward of the back of the home
- Fences on utility easements permitted with the understanding the homeowner is responsible for all expenses incurred to remove, repair or replace the fence if damaged by utility company

#### **EXAMPLE FOR OTHER STRUCTURES**



## DECK, PATIO, GAZEBOS, PERGOLAS, IN-GROUND POOLS, HOT TUBS, IN-GROUND BASKETBALL GOALS & FLAGPOLE REQUIREMENTS

- 1. Plot plan of lot with location and dimensions of home on lot
- 2. Sketch of proposed project
- 3. Exact location of project
- 4. Exact dimensions of project
- 5. Exact dimension of project relative to home and property lines