

**SINGLETREE PROPERTY OWNERS' ASSOCIATION  
"MINOR" EXTERIOR ALTERATION APPLICATION**

**IMPORTANT INFORMATION**

- Email your complete application, including all submittal requirements, to Singletree's Architectural Consultant, John Perkins, at [perk.jmparchitect@gmail.com](mailto:perk.jmparchitect@gmail.com).
- Singletree's Design Review Committee meets the first and third Thursday of every month. In order to be on the next meeting's agenda your complete application is due by Noon on the Thursday prior to the meeting.
- Visual integration of both on-grade and above-grade decks is essential. All visible deck joists and beams are to be painted to match the trim color or primary color of the house so as to make them as unobtrusive as possible. (Design Guidelines 2.17, Porches and Decks)
- All mechanical equipment and air conditioning condensers installed on the exterior of the home shall require DRC approval. (Design Guidelines 2.21, Air Conditioning Condensers)

**PROPERTY INFORMATION**

PROPERTY OWNER(S) NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

FILING \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**DESCRIPTION OF PROJECT**

---

---

---

---

---

---

---

**SUBMITTAL REQUIREMENTS**

\_\_\_\_\_ Photos of home and rendering, if available.

\_\_\_\_\_ List of materials (deck materials, landscaping, etc.) to be used

\_\_\_\_\_ Duplex Owner Written Approval Letter, if required.

DATE APPLICATION SUBMITTED \_\_\_\_\_

SIGNATURE OF OWNER \_\_\_\_\_

**OFFICE USE ONLY**

DATE Application Received \_\_\_\_\_

DRC Meeting or Staff Approval Date \_\_\_\_\_