

**EXHIBIT B**

**HOMEOWNERS APPLICATION FORM FOR ALTERATIONS TO EXISTING DWELLING UNITS**

**IMPORTANT:** Prior to filling out the ACC application, be sure to read Article 7 of the CC&R's and The Rules & Regulations (R & R), along with any amendments to the R & R. They are available at leisurepark.org on the HOA docs tab or at the LP office.

The applicant must complete this form in advance of any action that is being requested and have turned it into the Leisure Park office prior to office closing time on any Monday. The Architectural Control Committee (ACC) will then review the request on the following Wednesday morning and will make a decision to approve or disapprove. Applicants are encouraged to attend the ACC meetings held on Wednesdays at 9:00 a.m. if there are any requests to be reviewed.

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Date: \_\_\_\_\_

Include a brief description of requested additions or alterations. You may attach drawing and exhibits: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CONTRACTOR'S NAME: \_\_\_\_\_

**SATELLITE DISHES:** Must be 20' back from garage front if placed on garage side of home. Dishes must be 20' back from front of house if placed on house side of home. If placed on the ground must meet above two requirements and be within 3' of the house. Dishes CAN NOT be on the front of the house or garage. No more than one dish per home.

**TREES:** If you cut down a tree on the front or side of your house, you must submit an application. Please refer to R & R for specific requirements.

**MOST COMMON REQUESTS:** Flag poles, new roof, exterior painting, fences, pulling bushes, removing or adding trees, satellite dishes, decks, covering a patio, but any modification on the exterior of your home must have an application submitted. Please check with the office to verify if you need one.

Date application is received: \_\_\_\_\_ Date of decision: \_\_\_\_\_

- Approved
- Disapproved

Committee signatures: (Must have 3): \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Remarks from  
Committee: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AFTER APPROVED MODIFICATION IS COMPLETE, YOU MUST CONTACT \_\_\_\_\_  
AT \_\_\_\_\_ FOR CONFIRMING ALTERATION WAS COMPLETED AS REQUESTED. COMMITTEE  
MEMBER ASSIGNED WILL UTILIZE LOG THAT IS LOCATED IN THE OFFICE.**

IF YOUR APPLICATION IS DISAPPROVED, YOU MAY WRITE A LETTER TO THE BOARD OF DIRECTORS FOR AN APPEAL.