

**ARCHITECTURAL CONTROL COMMITTEE APPROVAL FORM
COMSTOCK ESTATES HOA**

DATE _____

HOMEOWNER(S) _____

PERSON(S) SUBMITTING REQUEST _____

ADDRESS _____

EMAIL _____

PHONE NUMBER(S) _____

PROJECT DESCRIPTION

SIGNATURE OF HOMEOWNER(S)



Please attach your plans and specifications for the project. Original color samples/swatches must be hand delivered or mailed and must be a minimum of 1" BY 2". Scans of paperwork are acceptable.

APPROVED BY:

DATE APPROVED _____

DATE HOMEOWNER(S) NOTIFIED _____

Process:

1. Homeowner completes this form and submits it along with related plans/swatches/etc. to the ACC Chairperson for Comstock Estates. The current ACC Chairperson is Joan Robinson, 826 Jasper Dr., 414-975-5109.
2. The ACC chair presents the form along with submitted items to the Board for their review. Approval requires a majority vote of the Board. The Board may elect to return the application for modification or clarification.
3. Homeowner is notified by the ACC Chair or the HOA Manager of the Board's disposition within 2 business days of the decision.
4. The completed ACC forms along with submitted items are filed (HOA Files) for future reference.