

Bella Vista Architectural Control Committee
Changes to an Approved Permit
www.bvacc.com

Staff Only:	Initials _____
Paid:	Date _____
Permit # _____	ACC# _____

PROPERTY DETAILS

Address _____

Lot(s) _____ Block _____ Subdivision _____ Parcel _____

OWNER INFORMATION

Owner(s) Name: _____

Mailing Address: _____ City _____ State _____ Zip _____

Primary Phone: _____ Email: _____

PRIMARY CONTACT INFORMATION

** OWNER IS STILL SOLEY RESPONSIBLE FOR THEIR PROPERTY, EVEN WHEN A REPRESENTATIVE IS ACTING ON THEIR BEHALF.*

Business Name: _____

Primary Contact: _____

Mailing Address: _____

Phone: _____ Email: _____

FEES:

An application of proposed changes is to be submitted prior to making the changes. When an application is submitted **prior to any changes** on the property, _____ **No charge.**

If the **ACC has notified** the owner/primary contact that changes have been made without approval, the application fee: -----Miscellaneous permits _____ **\$75**
-----New Residential Construction _____ **\$500**
and the **changes made will have to be brought into compliance.**

Changes to the color scheme:

Provide the manufacturer name and color name of the materials changing.

A new color scheme page and/or samples may be required.

Roof: _____

Siding: _____

Stone/Brick: _____

Trim/Soffit/Fascia: _____

Gutters/Downspouts: _____

Garage Door: _____

Other: _____

Application Checklist

All applications are reviewed on a case-by-case basis and additional documents may be required.

- ☐ Fill out, sign, and date the application.
- ☐ Has there been any changes to the location, size, and/or any additions to the project?
☐NO ☐YES If yes, please provide an updated copy (11" x 17") of the survey, to scale, indicating any changes or additions.
- ☐ Has the design changed for this project?
☐NO ☐YES If yes, provide one updated set of construction plans (11" x 17") to include: four exterior elevations (front, rear, and sides) floor plan, and roof plan (top view).
- ☐ Have the materials and/or color preferences changed for this project?
☐NO ☐YES If yes, provide an update Color Scheme Sheet to include: manufacturer name, color name and picture of color to be used for all exterior materials.
Actual samples may be required.
- ☐ Other Changes:

I certify that the above, together with attached survey/plat, construction plans, materials and color descriptions, constitutes a true description of the proposed building and accessory construction and that the location on the site of all items of construction will be in accordance with these documents. I further certify that I have read and understand the Acknowledgements described and adhere to the rules and guidelines specified.

Property Owner's or Representative's Signature

Date

ACCEPTANCE: The ACC has reviewed this application, and the project is approved subject to the following:

ACC Administrator's Signature

Date of Approval