



MULLOY
PROPERTIES • LLC

ARCHITECTURAL REQUEST FOR CHANGE

Old Heritage is a unique residential neighborhood with an outstanding reputation for its pristine landscaping, architectural beauty, and high maintenance standards. The mission of this application is to assure that all residences continue to adhere to the highest standards of conformity as reflected in the community documents. Modification refers to physical architectural changes such as, but not limited to, deck expansion, landscape plantings, fence additions, and satellite dish placement.

1. Name _____ Phone: _____ ☐ C ☐ H ☐ W

Address _____

2. Briefly describe the proposed change: _____

3. Please list below the major construction materials that will be used in this project. Be as specific as possible. (Exterior materials must conform to those used on the original building or be sufficiently compatible with the building and/or community).

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4. If the proposed project is an addition or alteration that would change the structural appearance of your lot or home, have you attached the following information (if applicable):

☐ Yes ☐ No - Plot plan indicating the location and dimensions of the project (required).

☐ Yes ☐ No - Blueprints, plans, or working drawings indicating all necessary dimensions and elevations.

☐ Yes ☐ No - If available, a photograph, brochure or drawing of a similar completed project.

5. Project Schedule:

a. The project will be completed by: ☐ Homeowner ☐ Contractor ☐ Both

b. Anticipated start date: _____ with an end date of: _____

c. Approximate time needed to complete project after Board approval? _____

6. Will you obtain any building permits that may be necessary before work commences your project? ☐ Yes ☐ No ☐ N/A
7. All landscape changes need drawings for approval. Are these attached? ☐ Yes ☐ No ☐ N/A
8. If you have irrigation, you are aware that it is your responsibility to have these marked and that any damage done to the irrigation is your responsibility to pay for and repair? ☐ Yes ☐ No ☐ N/A

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9. Have you read the Master Deed, Bylaws, Rules and Restrictions, and amendments to ensure you are compliant regarding this modification? ☐ Yes ☐ No
10. You understand that applications will not be processed for any Homeowner who is in arrears for any dues or fees owed. ☐ Yes ☐ No
11. Some projects may require the signatures of several adjacent neighbors. Their signatures indicate their awareness of your proposed plans, but not necessarily their approval. Please contact Mulloy Properties at (502) 498-2409 for clarification. For most projects, this is not necessary.

Signature: _____ Address: _____

Signature: _____ Address: _____

I hereby acknowledge that I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbor's property. I agree to abide by the rules established by the Declaration of Covenants, Conditions and Restrictions and will be solely liable for any upkeep required by the addition of this improvement. I understand that I am to contact the city to obtain a permit if one is required before any construction begins on my property. I will submit a drawing with the proposed location of the Architectural Improvement for the Board of Directors to review.

Homeowners Signature _____ Date _____

NOTE: All submitted materials shall remain the property of the association. You may wish to make a copy for your personal records.

Please complete both pages and return this form via email to cwilkinson@mulloyproperties.com
 You may also mail this to Mulloy Properties - Attn: Christie Wilkinson, P.O. Box 436989, Louisville, KY 40253

FOR MANAGEMENT PURPOSES ONLY – PLEASE DO NOT WRITE BELOW

REVIEW BOARD ACTION: ☐ Approved as submitted

☐ Denied

☐

DATE Approved: _____

DATE Denied: _____

Approved with Conditions (see comments below)

Comments: _____

Manager Signature: _____

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