

ARCHITECTURAL REVIEW COMMITTEE SUBMITTAL FORM  
SOUTHAMPTON WOODS COMMUNITY HOMEOWNERS ASSOCIATION, INC.

Date of Request: \_\_\_\_\_

Name of Homeowner: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone No: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_

Initial Submittal: \_\_\_\_ Re-submittal after Disapproval: \_\_\_\_ RE-submittal w/additional Infor: \_\_\_\_

Please provide a brief description of proposed changes or additions to your home or landscaping, and attach all plans (site plan, building plans, elevation plans, set back lines, etc.), specifications (type of materials to be used, color, etc.), and any other material/information that will assist the ARC in making a decision. If additional space is required, please add pages in a professional manner.

Name of Contractor: \_\_\_\_\_ Phone No: \_\_\_\_\_

Est. Completion Date: \_\_\_\_\_ Homeowner Signature: \_\_\_\_\_

Please attach a detailed sketch or blueprint of your plans and mail or email the document/s to the following address:

Renner Management Group, Inc.  
10139 Royalton Rd, Suite F  
P.O. Box 33208  
North Royalton, OH 44133  
[jvotruba@rennermgmt.com](mailto:jvotruba@rennermgmt.com)

You will receive a formal ruling on your proposal as soon as possible, but within no more than 47 days.  
This proposed project is **Not Authorized** until approved by the Architectural Committee. (ARC)

**ACTION TAKEN BY ARCHITECTUAL COMMITTEE:**

REJECTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

Committee comments:

**VERY IMPORTANT: If approved, this project must be completed exactly as approved plans show. Should a completed project not resemble exactly the approved plans, the homeowner will be required to remove or adjust said project to reflect the approved plans.**

\_\_\_\_\_  
Architectural Review Board Member

\_\_\_\_\_  
Architectural Review Board Member

\_\_\_\_\_  
President/Vice President Board of Trustees