



PHEASANT RIDGE ASSOCIATION OF NORMAL, INC.

P.O. Box 1044, Normal, IL 61761

pheasantridge@live.com

www.pheasanridgehoa.net

Dear Homeowner:

Please use the request form below when Architectural Review Committee approval is needed. In accordance with Article IV, Section 19 of the Declaration of Covenants, Conditions and Restrictions, "Before the commencement of any construction on any lot, the building design, location, construction plans, and construction materials must be approved by the Architectural Review Committee...". Of note, Architectural Review Committee approval does not mean automatic approval of a building permit; for construction requiring a building permit, the structure must comply with all Town Planning & Zoning and Inspection Department requirements. It is always good practice to contact the Town Inspection Department first to see if the structure would be in compliance with regulations and requirements.

If the structure is such that a Town building permit is not required, Architectural Review Committee approval is still mandatory. It is the personal responsibility of each member to comply with the Declaration of Covenants, Conditions and Restrictions. Please contact the Association Board of Directors if you are in doubt if approval is needed.

Points to consider when submitting this form:

- All dues must be paid current.
- Businesses, contractors, or other workers' advertisement signs are not allowed to be displayed on a homeowner's lot.
- Fencing may be made of any decorative material; however, chain link fencing may only be constructed in a rear yard of any lot not closer to the front line than a straight line formed by an imaginary extension of the residence facing the rear yard.
- No metal sheds will be approved. Shed placement cannot be located in a front or corner side yard, will have 5' minimum setbacks from the side and rear property lines, 5' minimum setback from any building on the lot, and will not be taller than 12'.
- All front yards of each lot are to be sodded within six months after completion of a new construction home.
- Within one year after sale of a new construction home, owner's lot shall be planted with not less than two hardwood trees, which are not less than two inches in diameter.
- All new home construction must contain a minimum of 1,400 square feet of livable floor area (exclusive of any garage, breezeway, or basement), when the structure consists of one floor, and a minimum of 1,700 square feet when the structure consists of two floors, a story and one-half, a bi-level, and a tri-level.
- All other rules and guidelines of the Covenants and the Town of Normal apply.

All request forms will be reviewed by the Architectural Review Committee within 30 days of receipt. Please be advised that approved requests are valid for 12 months. If construction/installation does not begin within 12 months from the approval granted date, approval is automatically VOID. At that time, a new request form must be submitted for review.

Thank you,

The Board of Directors
Pheasant Ridge Association of Normal, Inc.

PHEASANT RIDGE ASSOCIATION OF NORMAL, INC.
ARCHITECTURAL REVIEW COMMITTEE
APPROVAL REQUEST FORM

Name of Owner(s): _____ Starting Date: _____

Property Address: _____ Completion Date: _____

Billing Address: _____ Phone #: _____

Type of Request (check applicable box):

- | | | |
|--|---|--|
| <input type="checkbox"/> Fence (no permit required) | <input type="checkbox"/> Shed (may require permit) | <input type="checkbox"/> Home Addition (permit required) |
| <input type="checkbox"/> Deck or Porch (permit required) | <input type="checkbox"/> Large Pool (permit required) | <input type="checkbox"/> New Home Construction (permit required) |
| <input type="checkbox"/> Re-Roofing (permit required) | <input type="checkbox"/> Re-Siding (permit required) | <input type="checkbox"/> Other: _____ |

Description of Structure or Change: _____

Type of Construction / Materials: _____

Attachments Required:

1. Plot Plan – Showing position of structure or change on the lot in relation to property lines, existing structures, and any easements. Please include any additional information helpful for review of your request (sale flyers, etc.).
2. Blueprints (new home construction) – Drawing of the structure showing all dimensions, materials list, and colors to be used.

Check Appropriate Box:

Have you contacted the Town of Normal Building Inspection Division to determine if the structure is in compliance with legal zoning and building regulations? ☐ Yes ☐ No

Please submit (2) signed copies of this form and mail to:
Pheasant Ridge Association of Normal, Inc., P.O. Box 1044, Normal, IL 61761

NOTE: If any information is later found to be incorrect, misrepresented, or in conflict with the Covenants, or if any pertinent information has been withheld, approval is automatically VOID. At that time, a new request form must be submitted for review and approval. Enforcement, if necessary, will be through local regulatory bodies and/or civil court action; per/the Covenants, the owner is obligated to pay the attorney fees of the Association which are incurred.

Owner's Signature

Approval Granted: ☐ Yes ☐ No

Date: _____

PRHA Architectural Review Committee Signature

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