

**COVER LETTER
SPECIAL INSTRUCTIONS**

**FOR COMPLETING APPLICATION
FOR ARCHITECTURAL CONTROL COMMITTEE APPROVAL**

Summary. The Restrictive Covenants of the Canterbury Improvement Association, Inc. require that the Architectural Control Committee (ACC) review and approve both initial construction and any future improvements to the property. To avoid possible delay, homeowners should fully complete the attached application and ensure that the proposed construction and/or improvements comply with the Covenants.

A. Covenant Highlights

1. Primary Residence
 - a. Minimum size: 1600 square feet (single-level), 2000 square feet (two or more levels).
 - b. All external colors must be earth tones.
 - c. Construction period shall not exceed one year.
 - d. Not allowed
 - i. Multiple family dwellings
 - ii. Temporary residences (except during construction)
 - iii. Mobile, modular, factory-built, manufactured or mass-produced residences
 - iv. Temporary foundations
2. Ancillary buildings (guest house, horse barn, etc), fences, walls or other structures
 - a. Require ACC approval (the same as primary residence)
 - b. Shall be erected, converted, placed, added to or altered with quality workmanship, harmony of external design with existing structures and location in relation to surroundings.
 - c. Must be of the same overall architecture as the primary residence.
 - d. All external colors—including roof color—shall be earth tones and match the primary residence.
3. All buildings (primary residence, ancillary, etc) must be at least 75 feet from street and 50 feet from other boundaries, such as property lines.
4. All easements must be kept open and readily accessible.
5. Vision at intersections must remain unobstructed.
6. No commercial businesses or trade shall be conducted on the property (exceptions: home occupations of professional persons, such as lawyers)
7. Signs must be approved by ACC (exception: realty signs).
8. Vehicles cannot be habitually parked on the streets.

B. Instructions for Completing ACC Application.

1. Review the Restrictive Covenants before you submit your application to ensure that the changes you are requesting are consistent with the Covenants (see highlights above.)
2. Be complete (It's better to give too much information than not enough.)