

**Brookhaven (White River Township, Johnson County, Indiana)**  
**ARCHITECTURAL REVIEW CHECKLIST**

Complete the attached packet in its entirety.

- **A copy of your Plot Plan/Survey** (provided at the closing of your home or obtained from your local Recorders Office) with the proposed change(s) clearly marked on the plot plan.  
*Include the dimensions of the improvement(s) to your lot (fence, deck, patio, etc.).*
- **A Picture and/or Brochure** of the item or materials used to make the item. If the item is already installed, please take picture of completed project.
- For Fencing Improvements, include the **bid from the professional installer** who will be installing the fence.

Please be sure to **include this checklist and all necessary documents with application**, as incomplete applications will not be processed!

It is the goal of the Committee to approve all applications within 30 days of receiving a completed application.

***Applications can be submitted the following ways:***

**Mail**

Sentry Management  
8425 Keystone Crossing Blvd. Ste 108  
Indianapolis, IN 46240

**Email**

[arcindy@sentrymgt.com](mailto:arcindy@sentrymgt.com)

**Brookhaven Architectural Review Request**  
White River Township, Johnson County, Indiana 46143

Please complete items 1-5 only and provide owner of record signature.

① Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Community Name: Brookhaven (Greenwood/Johnson Co.) Lot Number: \_\_\_\_\_

② Briefly describe the proposed change: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

③ Please list below the major construction materials which 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.)

\_\_\_\_\_ \_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_

④ Lot Description. (Please check all that apply)

- \_\_\_\_ Pond Lot
- \_\_\_\_ Next to Playground /Common Area
- \_\_\_\_ Corner Lot

⑤ Project schedule:

- A. The project will be done by: \_\_\_\_ Homeowner  
\_\_\_\_ Contractor(s) Name \_\_\_\_\_  
\_\_\_\_ Both

B. Please indicate the approximate time needed to complete the project, subsequent to the Board approval.

\_\_\_\_\_

C. Please indicate any building permits that will be required.

\_\_\_\_\_

## Brookhaven Architectural Review Request

White River Township, Johnson County, Indiana 46143

**NOTE:** All submitted materials shall remain the property of the Association. You may wish to make a copy for your personal records. The Board/Architectural Committee is allowed up to 30 days from date of receipt to approve your request.

If your home is newly constructed, you are encouraged to wait until the "final grade" has been established on your lot before installing any fencing or landscaping improvements.

I hereby acknowledge that I have read and understand the ARCHITECTURAL CONTROL STANDARDS set forth by the Board, as well as the Declaration of Covenants and Restrictions.

**Please note that the Architectural Approval Committee and the Association has no liability of responsibility for any defects in the plans, specifications or other materials submitted to them and moreover holds no responsibility for defects in any work done on these projects. Further, it is the responsibility of the homeowner and their contractor to obtain any building permits required by the Local Code Authority. Additions are subject to the Local Zoning Ordinance and must be reviewed for setbacks and other issues by the City Zoning Authority. In addition, if there are easements on the log regarding utilities or civil agencies that any improvement may be subject to removal or alterations which is not the liability or responsibility of the Community or Association. Liabilities when projects are constructed upon easement are the owner's responsibility.**

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

----- DO NOT WRITE BELOW - - - -

- Committee Action:  Approved as submitted  
 Approved with conditions stated in comments  
 Not Opposed – Building materials approved but location of improvement is within easement  
 Deferred  
 Additional information required:  
\_\_\_\_\_  
 Other:  
\_\_\_\_\_  
 Denied

Comments:

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*All approved projects must be completed in 120 Days from date of approval.*

Signed: \_\_\_\_\_  
Date: COMMITTEE Representative