

**MOSS CREEK HOMEOWNERS ASSOCIATION**

**DESIGN REVIEW REQUEST**  
**(Existing Home)**

This form must be completed and submitted with all plans for which design review is required. Please provide the following information.

NAME: \_\_\_\_\_ LOT NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONES:  
DAYS: \_\_\_\_\_ EVENING \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL: \_\_\_\_\_

Review the choices of design review requests below and check the most appropriate box. **Pay close attention to the detailed information provided with each box.** This information tells you what must be included with your submittal in order for your request to be deemed "complete". **Incomplete submittals will result in design review delay.**

Fences - Provide as-built survey with proposed fencing drawn in. Provide material type (chain link is prohibited). Insure that the fence does not exceed 6-foot height restriction. Indicate how the fence will be finished (stained, etc.)

Landscaping, Changes - Provide drawing indicating changes/additions. (Depending on extent of changes/additions, this may be an informational submittal only).

Painting – **Please choose a color choice from the Association’s “pre-approved” sample booklet.** The community standards are earth tone and colonial style colors. Selected color may not match or be of "like kind" to an adjacent home (below signature required). Provide name of contractor, start date and completion date.

The undersigned, duly authorized, party has confirmed and assures that the submitted color scheme is not of "similar", "like kind", etc. of an adjacent home (adjacent is defined as 50 ft).

(Printed Name)

(Signature)

(Date)

Decks, New or Extensions - **Provide as-built survey** with proposed location of deck clearly marked. Indicate material type, dimensions, detail work (railings, built-in benches, built-in flower boxes, hot tubs, etc).

Additions to Home - Provide as-built drawing, architectural drawings, and description of add-on. Be sure to detail windows, doors, material types, exterior painting, start-up and completion dates.

Other, Waiver Request -

(If this is a waiver request, provide detailed explanation as to why you feel a waiver is appropriate).

**Over, please**

*Moss Creek Homeowners Association  
Design Review Request  
Page 2 of 2*

**To speed up the review process**, make sure you have all required information included with your submittal. You may deliver your **complete** submittal to the management office;

Email: [info@pmsialaska.com](mailto:info@pmsialaska.com)  
Fax: (907) 562-3550  
Hand delivery: 6000 C Street, Anchorage, AK 99518

Please remember that the Design Review Committee's review is limited to examinations of the request to ensure compliance with the Association's covenants. No compliance or non-compliance with Municipal, State, or national building codes and standards is implied by this approval. It is the responsibility of each individual homeowner to ensure compliance with such does.

In reference to exterior painting, it is the homeowner's responsibility to ensure the EXACT approved color is provided to their painters. Failure to provide the EXACT color (including codes, undertones, etc.) could result in the requirement for an entire repaint at the expense of the Unit Owner. Please be cautious.

The Association strongly recommends the use of properly licensed, insured and, if applicable, bonded contractors.