

APPLICATION FOR BUILDING/PROJECT
Pheasant Brook Estates Homeowners' Association

Architectural Control Committee (ACC)
Revised & Approved as of February 2026

COMPLETE AND SUBMIT THE FOLLOWING:

Owner's Printed Name(s): _____

Property Address: _____ Draper, UT

Phone: _____

Email: _____

One of the primary objectives of the Pheasant Brook Estates Homeowners' Association is to maintain high and uniform standards for design and maintenance to preserve and increase property values in our neighborhood. When an owner wishes to undertake an exterior project (large or small) such as an exterior refresh/update, additions, outbuildings, major landscaping (especially the park strips), or any improvement that alters the appearance of lot or buildings, an application must be submitted to the HOA/ACC. The information provided in this application will be reviewed for compliance with the Pheasant Brook Estates Declaration of Covenants. The HOA/ACC would appreciate a request from a homeowner to conduct a preliminary review of their plans, drawings, etc., prior to receiving the full application. Once submitted, the application will be reviewed, and approvals or suggestions will be given.

Signing below, indicates that the homeowner has read, understand and will abide by the "Bylaws and CCRs and this "ACC Application" of the Pheasant Brook Estates Homeowners' Association (found on our website page at www.pheasantbrook-hoa.com).

Printed Name of Property Owner(s): _____

Signature _____ Date: _____

Printed Name of Property Owner(s): _____

Signature _____ Date: _____

Name of Contractor: _____

Date Application Received: _____

Received By HOA/ACC member: _____

SECTION I General Information

Project Name/Address: _____

Submittal for:

New Construction (i.e.: Garage, Addition, Roof, Shed, Fence, etc.) []

Exterior Renovation/Maintenance (i.e.: Paint, Stucco replacement, Doors, Concrete, etc.) []

Other (explain below) []

Project Description in Detail (must include colors and materials):

_____(Use reverse of page if needed)

Does this project require a Draper City building permit? [yes] [no]
(If so, please attach a copy thereof)

Estimated date of construction: _____

Estimated completion date of all exterior work: _____

SECTION II Homeowner Agreement upon completion of HOA/ACC Application.

I/we agree to re-submit a revised application to the HOA/ACC for review and approval of any changes that are made to the exterior before making said changes.

I/we assume responsibility for any and all damage by myself or the contractor to adjacent lots, roadways, easements or my/our property.

I/we agree to allow the HOA/ACC representative access to the construction site.

I/we agree NOT to start construction until this “Pheasant Brook Estates HOA/ACC Application for Building Project” is approved, signed, and returned to the property owner.

SIGNATURES: (All homeowners’ signatures required)

_____ Date: _____

_____ Date: _____

SECTION III APPLICATION SUBMISSION:

Submit one set of drawings, detailed project description, and a signed completed application via email (preferred) to: hoapheasantbrookestates@gmail.com ;

... Or by USPS mail in duplicate to:

“Pheasant Brook Estates Homeowners’ Association, c/o David Shurtliff, 701 E Harvest Hollow Ct., Draper UT 84020”;

... Or hand-deliver in duplicate to address above.

(Note: After the application has been reviewed and approved by the Pheasant Brook Estates HOA/ACC, a copy of the application will be returned to the owner within 14 days (allow more time for mailed copies).

SECTION IV -- ACC Decision:

Homeowner(s): _____

Address: _____

APPROVED [] HOA/ACC Representative: _____ Date: _____

APPROVED WITH CONDITIONS [] Items that must be met/changed for full approval:

(Use reverse of page if needed):

DISAPPROVED [] The following change(s) need to be made:

Be advised that the following necessary changes must be made or items corrected and then resubmitted to the HOA/ACC for final approval before construction begins.

(Use reverse of page if needed):

HOA/ACC Representative: _____ Date: _____

SECTION V -- Resubmission

...as required for “APPROVED WITH CONDITIONS” or “DISAPPROVED:

Date Resubmitted: _____ ACC Representative: _____

(please include original submission with additional “resubmission” pages)