



PRESTWICK CHASE HOMEOWNERS  
ASSOCIATION, INC.  
ARCHITECTURAL CHANGE REQUEST FORM

Any exterior addition/change/alteration/improvement to a unit must be approved by the Prestwick ARC to keep the harmony of external design and location in relation to surrounding structures and topography.

INSTRUCTIONS:

- **Do not start any project before written approval is received!** *Removal of unauthorized projects will be at the owner's expense.*
- Allow 30 days for processing and response.
- Describe details including materials, precise locations, and dimensions. Product specification sheets/samples should be provided. Note on form how the ARC may contact you and/or ask questions
- Include a survey/photo's showing location of improvement to be made.
- Contact Bristol Management at 575-3551 with any questions, to track approvals and request copies.
- **Return completed form to Bristol Management Services, Inc. and \$25.00 application fee payable to PGA/POA, as if application is approved it will be forwarded to the PGA/POA ARC who needs to approve also. If application is denied the fee will be returned.**

Brief Description (Attach Additional Pages as Necessary)

Submitted by: \_\_\_\_\_ Lot # \_\_\_\_\_

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

Phone/Email: \_\_\_\_\_

Planned project start date: \_\_\_\_\_

\*\*\*\*\*  
Contractor: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

\*\*\*\*\*  
County Permit Required: YES / NO Date of Permit: \_\_\_\_\_

\*\*\*\*\*  
Signature of Applicant: \_\_\_\_\_

Date of Application: \_\_\_\_\_

**Architectural Control Committee**

☐ **Not Approved**  
See remarks

☐ **Include changes & resubmit**

☐ **Approved**

☐ **Approved with Comment**

**COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_