



APPLICATION FOR APPROVAL OF ARCHITECTURAL IMPROVEMENT OR MODIFICATION

Date: _____

TO: _____ (Association)

FROM: _____ (Owner)

Address/Unit No: _____

Request for: ☐ preliminary approval ☐ final approval

The undersigned Owner(s) hereby request approval of the following described improvements and/or alterations to Owner's property / unit:

Description of improvement or alteration:

Plans and Specifications for the improvements and/or alterations:

☐ are attached:

☐ are not attached

Owner(s):

Instructions to Owner

Any alteration or improvement in or around your separate interest property may impact the interests of other members and/or the Homeowners' Association and thus require prior approval from your Board of Directors and/or Architectural Committee. The governing documents for the Association may specify additional requirements that must be complied with in order to obtain approval for the alterations or improvements and should be reviewed prior to submittal of your application.

All requests to the Board of Directors and/or the Architectural Committee must be in writing, using this form.

The Association will provide written notice of approval, disapproval, or conditional approval of your application within 30 days after submittal.

Work must commence within 30 days after approval.

BOARD OF DIRECTORS DETERMINATION

DATE DISCUSSED: _____

DETERMINATION:

APPROVED



Signature

Title

DENIED



Signature

Title