

ARCHITECTURAL REVIEW DESIGN & IMPROVEMENT REQUEST FORM

NAME: _____

ASSOCIATION NAME: _____

ADDRESS: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

The following type of improvement/design/change is hereby requested (Check one):

- | | | | |
|---|--|------------------------------------|--|
| ☐ Landscaping | ☐ Deck/Patio/Slab | ☐ Roofing | ☐ Room Addition |
| ☐ Painting | ☐ Drive/walk Addition | ☐ Fencing | ☐ Patio Cover/Arbor |
| ☐ Basketball backboard | | ☐ New Build | |
| ☐ Other: _____ | | | |

Note: If more than one type of improvement is requested, describe all using additional sheet as necessary.

Describe Improvement: (attach the plat map, a picture, drawing, brochure, etc. of the proposed improvement)

Proposed Completion Date: _____

I/We understand that approval of the Architectural Review Committee is required in advance to proceed. I/We also understand that the ARC approval does not constitute approval of the local City/County building departments and that a Building Permit may be required. I/We agree to complete all proposed improvements promptly after receiving ARC approval. Completion of Improvement is required by the proposed date shown above. Any delay in such completion will be reported to the ARC Committee immediately. I/We have read these instructions and shall comply accordingly.

Signature: _____ Date: _____

ARC ACTION: ☐ **Approved** ☐ **Approved with conditions:** ☐ **Denied**

Reason: _____

ARC Member Signature _____ Date: _____

For Internal Use only:

Form Received on _____

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info@designhoa.com