



ROYAL HIGHLANDS PROPERTY OWNERS ASSOCIATION, INC

REQUEST FOR ARCHITECTURAL APPROVAL

RHPOA Form AA - 2 1/2006

This is a request form to be completed and submitted to the Architectural Review Committee BEFORE any work commences and requires Board approval for all Common Ground requests. PROJECT MUST BEGIN WITHIN NINETY (90) DAYS AND BE COMPLETED WITHIN ONE YEAR FROM THIS REQUEST APPROVAL DATE. Complete this form in its entirety and return to Rec Center Office.

Resident request [] Common Ground request []

Date: _____

Name: _____ Lot #: _____

Address: _____

Phone (Home) _____ (Work) _____

DESCRIBE THE CHANGE/ADDITION/INSTALLATION: (i.e. screen enclosure, landscaping, sidewalk/driveway pavement)

LOCATION: (Attach a copy of the plot plan AND a sketch showing the location of the addition, modification or installation)

GIVE DESCRIPTION: _____

SPECIFICATIONS: (Attach a copy of the contractor's plans or suitable drawing or picture.)

DIMENSIONS: _____

MATERIAL(S): _____

COLOR(S): _____

Resident signature: _____ Date: _____

Note: All requests must conform to the local zoning and building regulations and you must obtain all necessary permits if your request is approved.

THIS SECTION TO BE COMPLETED BY THE ARC COMMITTEE

Request Received: _____ Date Approved: _____ Date Denied: _____

Comments: _____

Signature: _____ Date: _____

THIS SECTION TO BE COMPLETED BY THE BOARD OF DIRECTORS

Request Received: _____ Date Approved: _____ Date Denied: _____

Comments: _____

For the Board of Directors: Signature: _____

Print Name _____ Title: _____



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RHPOA Form AA-2 Architectural Approval.wpd