

# *Architectural Review Committee Form*

## *Application to Modify Interior or Exterior*

As explained in the Governing Declaration and Bylaws, interior or exterior improvements or modifications require approval by your Board of Directors. Please describe all changes you propose to make to your Condominium. Include a scale drawing(s) with top (plan) and side (elevation) views (if necessary) to clearly establish locations and elevations of any structures. Include dimensions and materials and specify color(s) if appropriate. Your drawing should include existing structures and boundaries where necessary to indicate relative location. To avoid delay of Board of Directors action, please include all information the Board of Directors will need to make their decision including but not limited to contractor proposals. All work must be completed by licensed and bonded contractors unless otherwise approved in writing by the Board of Directors. Attach additional pages if needed.

You may email the completed form along with drawings (if applicable) to: **Manager@FreshStartOfOregon.com**.

Owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Unit #: \_\_\_\_\_

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

Affected address, if different: \_\_\_\_\_

Brief description of proposed modification: \_\_\_\_\_

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Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Board Decision:                      Approved

Declined

Approval Signatures (4 Required):                      1. \_\_\_\_\_

2. \_\_\_\_\_                      3. \_\_\_\_\_

4. \_\_\_\_\_                      5. \_\_\_\_\_

6. \_\_\_\_\_                      7. \_\_\_\_\_