

**HOMEOWNER'S ASSOCIATION
ARCHITECTURAL REQUEST
FOR IMPROVEMENTS TO PRIVATE PROPERTY OR COMMON AREA**

FROM: _____ DATE SUBMITTED: _____

ADDRESS: _____

LOT #: _____ PHONE #: (DAY) _____ (EVE) _____

Description of proposed improvements (attach sketches, specifications, and/or drawings as necessary). Include all improvement items requesting approval. Return to The Paul Miller Company.

APPLICANT - COMPLETE PAGE ONE

I/We agree as follows:

- a. To hold _____ Homeowners Association members harmless from any liability resulting from the construction of the proposed improvements, and indemnify the Homeowners Association and its officers, directors, agents, and members from any claims, damages, lawsuits, attorneys' fees, judgments, or liabilities (including personal injury or property damage) resulting from the approval, construction, existence, or maintenance and repair of the proposed improvement.
- b. To correct any condition resulting from the proposed improvements which adversely affects the common area or another homeowner.
- c. To perform all future maintenance on the proposed improvements.
- d. To obtain all governmental permits required by law, prior to the construction of the proposed improvements, and to provide the Association with copies of the permits when issued.
- e. To insure that all work conforms to the plans submitted, and to make changes required by public agencies and the Association, prior to final approval.
- f. I/We certify that work will conform to plans submitted for approval, and if found unsatisfactory at final inspection, I will make any required changes at my expense.

HOMEOWNER'S SIGNATURE

FOR OFFICE USE ONLY:

Date to Board: _____ Mailed to: _____

ARCHITECTURAL COMMITTEE APPROVAL/DISAPPROVAL - DATE

1. _____
2. _____
3. _____

BOARD OF DIRECTORS APPROVAL/DISAPPROVAL - DATE

1. _____
2. _____
3. _____

- Your architectural plans have been approved as submitted.
- Your architectural plans are approved provided you comply with attached recommendations.
- Your plans have been denied for the reasons listed below.

COMMENTS: _____

NOTICE TO OWNER(S)

Your proposed improvement(s) may require a building permit. You or your contractor must check with the City/County Building Inspection Department regarding permit requirements before starting any work. No work shall be done which may alter the existing drainage patterns or adversely affect the common area or other homeowner(s).

MANAGEMENT CO. APPROVAL/DISAPPROVAL _____ DATE _____

FINAL INSPECTION OF COMPLETED WORK

- Approved Disapproved

FOR THE ASSOCIATION BY: _____ DATE: _____

COMMENTS: _____

