

Center Pointe Vistoso Community Association



ARCHITECTURAL REVIEW COMMITTEE SUBMITTAL FORM

Management Initials: Date: Member in Good Standing (req):

Design Review Process: Any change, addition or modification to a lot or building exterior of a residential property requires the prior written approval of the Architectural Committee. Without proper written approval you maybe required to remove materials which modified said lot. Residents with proposed changes must contact the property management company to submit request.

1. Owner/Owners Name: Lot #:

Address:

Cell: Cell 2: Landline:

E-mail:

2. Specific description of work to be done:

Estimated Completion Date: Date Work To Begin:

(No longer than 120 days, unless approved)

3. Colors of all materials to be used (Excluding plants):

4. Contractor Name: ROC License #:

Address: Cell:

If Contractor Waiver Requested, Please Explain:

An accurate drawing must be provided using your lot dimensions showing the location of all changes.

Requests will be approved, denied, or returned for additional information.

I/We attest that all information is accurate and acknowledge our responsibility to adhere to the CC&R's and Design Guidelines, including Exhibits. This submission verifies that I/We am/are aware that no work may proceed until written approval is received by both the Center Pointe Vistoso Architectural Review Committee and the Master Association. Proceeding without approval assumes the risk of fines per day, and/or the requirement to remove the item, addition, or structure built or added.

Signature: Signature:

Date:

Select the '**Download**' icon in browser to save the completed form to computer. To email the completed form to recipient as an attachment, select the saved form from where it was saved on computer and send to the email address below along with any drawings, photos and additional information, or select the '**Print**' icon to send paper copy by mail.

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