

Oakridge V - Century Village East

Architectural Change Request Form

Items 1 through 6 to be completed by Homeowner

1. Homeowner Information

Name: _____

Phone: _____

Unit # _____

Email: _____

2. Project Description

Briefly describe the proposed change:

3. Impact to existing structures, utilities, landscaping Check all that apply:

Electric: ... Telephone: ... Plumbing: ... Shutters: ...

Water: ... Sewage: ... Cable: ... Interior Walls: ...

Exterior Walls: ... Fencing: ... Patio Slab: ...

Sidewalks: ... Pavements: ... Hedges, Turf, etc...

Explain: _____

4. Materials – List construction materials which will be used in this project.

5. Project Schedule

Estimated Start Date:

Estimated Completion Date:

Work to be completed by: (attach contractor's license and insurance with this request.)

Homeowner ... Contractor: ...

Contractor Name:

Contractor Phone:

6. Attachments

- Site Survey indicating the location and dimensions of the project
- Color or Sample of materials to be used, if applicable
- Contractor's license and insurance, if applicable
- Approved permit application by the City.

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I understand that under the applicable rules and regulations, Board of Directors will act on this request and provide me with a written response of its decision. I further understand and agree to the following provisions:

1. An Architectural Change Request is considered "submitted" when the request has been submitted in writing AND all required documentation is attached. The BOD has 30 days to act upon any request.
2. All work will be done at my expense and all future upkeep will remain at my expense.
3. All work will be done expeditiously once commenced and will be done in a good workman-like manner by myself and/or a licensed and insured contractor. Demolition and/or Construction Waste will be picked up or removed daily.
4. All work will be performed at a time and in a manner to minimize interference or inconvenience to other homeowners.
5. I assume all liability and will be responsible for all damage and/or injury which may result from performance of this work.
6. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
7. I will be responsible for complying with and will comply with, all applicable federal, state and local laws, codes, regulations and requirements in connection with this work, and I will obtain any necessary governmental permits.
8. Upon approval of this request, if, by law, a building permit is required, I will submit such documents to the BOD at the time the request is submitted to the governmental agency. Any changes of modifications to these plans and/or the building permit will be immediately provided to the BOD for further approval before construction continues.

I hereby agree to the Terms and Conditions of this Architectural Change Request Form.

Signature of Homeowner:

Date:

Oakridge V Condominium Association, Inc.

Board of Directors

ARC/BOD Action:

Approved: ... Denied: ... Additional Information Required: ...

Comments:
