

Clare Haven Homeowners' Association

Architectural Change Request

Submit completed request to: clarehaven.architectural@gmail.com

Date: ____ / ____ / ____

Homeowner Owner's Name: _____

Address: _____

Phone: _____ **E-mail:** _____

The owner requests approval for an exterior design change, tree removal, new structure, fence or screen planting and grants permission to the Architectural Committee to enter the property to inspect the proposed changes before, during and after completion of the project.

Name of Project: _____

Description of Project:

Provide any additional information such as exterior colors, materials to be used, and other specifics that affect the overall appearance of the property. Please attach a copy of the plat map, design drawings and documents, and building permits.

After the initial ACR has been approved, any changes to the design or materials used will require the homeowner to resubmit this ACR noting the proposed changes and suspend work on the project until re-approval is obtained.

Date Approved: ____ / ____ / ____

Date Denied: ____ / ____ / ____

(Reason for denial will be attached)

Architectural Committee Signatures:

☐ Signature via E-mail

☐ Signature via E-mail

☐ Signature via E-mail

☐ Signature via E-mail