Architectural Review Board Request

Your Home Owners Association requires that all improvements and structures; changes, modifications and alterations to existing properties, lots, landscape, lighting and structures be approved in advance and in writing by your Architectural Review Committee (ARC). The guidelines of the ARC are designed to enhance the appearance of your community and to maintain the value and integrity of the properties within your community. Please review your Declaration of Covenants, Conditions and Restrictions (CCR’s) for specific guidelines. A copy of your community CCR’s can be obtained by emailing [crestwoodvillagehoadothan@gmail.com](mailto:crestwoodvillagehoadothan@gmail.com).

Please include the following information with your request:

* Property owner’s name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Property address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Property owner’s telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Property owner’s mailing address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Property owner’s email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Short synopsis of the nature of the proposed improvements:
* Description of proposed materials to be used:
* Please attach color samples, if appropriate
* Please attach the location of improvements with accurately drawn dimensional plat showing existing structures and proposed improvements.
* If you are requesting a residential structure, or significant new structure or addition to existing structure, please include a full set of architectural plans and elevations
* Please include any additional information that may help the ARC evaluate and process your request.

All requests should be submitted to the HOA Board of Directors. The ARC will meet and process your request within thirty (30) days of submission of the required documents. Please email request to: [crestwoodvillagehoadothan@gmail.com](mailto:crestwoodvillagehoadothan@gmail.com) or mail to Crestwood Village HOA 2932 Ross Clark Circle Box 343, Dothan, AL 36301.

The property owner is responsible for ensuring that the general contractor or appropriate vendor is licensed, insured and bonded and proper permits have been pulled.

Neither the ARC nor any member thereof or agent thereof shall be liable to any owner or to any party for any damages, loss or prejudice suffered on account of the approval or disapproval of any plans, drawings, or specifications, whether or not defective, or the executions or filing of any motion, certificate, petition or protest in the courts of the US or with any other governmental board or body, whether or not the facts stated therein are true and correct. Neither the ARC nor any agent thereof shall be responsible to check for any defects in any plans or specifications submitted, revised or approved in accordance with the CCR’s nor for any structural or other defects in any work done according to such plans and specifications.

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

RMS received on: \_\_\_\_\_\_\_\_\_\_\_\_

RMS reviewed and forwarded to ARC on: \_\_\_\_\_\_\_\_\_\_\_\_\_

The ACC has:

\_\_\_\_\_ Approved your request, as submitted

\_\_\_\_\_ Approved, with the following changes

\_\_\_\_\_ Disapproved. Reason for disapproval:

\_\_\_\_\_ Date copy sent to Property Owner