PINETOP COUNTRY CLUB VILLAGE HOMEOWNERS ASSOCIATION
ARCHITECTURAL IMPROVEMENT REQUEST

To: PCCV BOARD OF DIRECTORS SUBMITTAL DATE: _____

FROM: _____ LOT#: _____
(Owners Name)
ADDRESS: _____ PHONE # _____

EMAIL ADDRESS _____

Describe the project being proposed, attach map, drawing and define the common property that will be used.

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CONTRACTORS NAME: _____ OR DIY

PROPOSED START DATE: _____ ESTIMATED COMPLETION DATE: _____

**********FOR BoD USE ONLY **********

Application notified that all required information has been submitted: INITIALS: _____ DATE: _____

Scheduled BoD meeting to discuss the project: INITIALS:_____DATE: _____

Applicant notified of the scheduled BoD meeting date: INITIALS:_____ DATE: _____

BoD vote on project: FOR: _____AGAINST: _____Project APPROVED ☐ DENIED: ☐

Applicant notified of BoD action: DATE: _____ President/Secretary Initials: _____

NOTE: Approval by the PCCV BoD of any change or improvement shall not create a precedent or a requirement for the BoD to approve other similar projects. Each improvement request is considered on its own individual merits with all of the appropriate factors considered.