

Date of Request _____

Ventura Villas POA

ARC Approval Request for Home Improvements or Modifications

PLEASE ALLOW 30 DAYS FOR PROCESSING THIS REQUEST

TO BE COMPLETED BY THE HOMEOWNER

1. Name of Homeowner _____

2. Home Address _____

3. Phone _____

4. Email _____

5. Description of Request _____

6. Attach a copy of the plat or a sketch showing the following types of modifications or additions:

Decks, Fences, Doors, Windows, Landscaping or Porches.

7. Requested start date _____

8. Approximate completion date _____

****The review process generally takes 30 days. We encourage you to be specific in your information, such as pictures or the type of fencing and plats showing exact location. The more information included in your request may expedite the process.

Return completed form to Brenda@Islandrealty.com

Upon ARC approval, form will be forwarded to the POA Board for review

TO BE COMPLETED BY THE ARCHITECTURAL REVIEW COMMITTEE

Date ARC received request _____

ARC Action: Approved without conditions _____

Approved with the following conditions _____

Additional Information Required _____

Not approved for the following reason _____

ARC Signature(s) _____

Date of ARC action _____ Date Homeowner Notified _____