

The Knolls Property Owners Association

Architectural Action Request

****EMAIL COMPLETED FORM AND REQUIRED DOCUMENTS TO: acc@theknollsstarvalley.com ****

- Construction (new construction, additions, new out buildings, etc.)
- Exterior Home Remodel (Paint, Roofing, Decks, etc.)
- Lot Alterations (clearing, grading, tree removal)
- RV/Trailer/Boat storage compliance
- Compliance concern (RV storage, remodels, clearing/grading etc.)

Name _____ Date _____

Email Address _____ Phone _____

Property Address _____ Lot # _____

Mailing Address _____

Estimated Start & Finish Dates _____

Please provide plat plan, blueprints, materials and color samples, photos, etc. (as required).

Reminder to Homeowners:

- All necessary permits must be obtained from the proper agencies prior to start of work.
- The completed project must display good workmanship and must be substantially the same as the diagrams/drawings submitted for approval.
- Your Board of Directors encourages you to discuss your project with your neighbors.
- Refer to the CC&R's for assistance in your application process and POA requirements compliance.
- This request will expire in 6 months from the date of approval and will require a new form if the project is not completed.
- We will try to respond to requests within 30 days depending on complexity.

Description of Work Scope (Location, Dimensions, Specifications, Materials, Colors, etc.)

Description of Compliance Concern (Property Address, Scope of Complaint, etc.)

Owner

Owner

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*****FOR ARCHITECTURAL COMMITTEE USE ONLY*****

Date Sent/Postmarked _____

Date Received _____

Date Reviewed by Architectural Committee _____

Date Inspected _____

Date Considered by Board _____

Approved

Disapproved

Approved with Conditions

Conditions/Comments to Homeowner

Concern Inspection and resolution

Architectural Committee Representative

Date

Expiration Date

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