



ARCHITECTURAL REQUEST FORM

Please submit this form at least 30 days prior to the start of your building improvement project. Remember no structure can be installed, erected, or renovated on any homeowner property without approval from the Development Control Committee. Your plans, specifications and Contractors Certificate of Insurance listing CBCCHOA as additional insured for the project must be submitted in writing (pdf format) with this form.

A copy of covenants and architectural standards are at <http://www.cbcchoa.org>. Please ensure you have read and understand them before submitting your Request. Installation of the work can only begin after signed approval is given to you. Approvals can take as long as 30 days and the time doesn't start until ALL information is submitted properly.

Send this form, plot plan checklist, & plans (drawings) to : cbcc.hoa.dcc@gmail.com.

Date: _____ Name: _____ Lot#: _____

Address: _____

Home/Cell Phone: _____ Best time to call: _____

Planned Start Date: _____ Planned Completion Date: _____

DESCRIPTION OF PROJECT: Attach drawings, pictures, building specs, survey, etc.

Homeowner Signature: _____

Printed Name: _____

*** DCC TO ADVISE BELOW***

DCC RESPONSE Date: _____ Approved ___ Denied ___ By: _____

Need more information: _____

Explanation: _____
