

**ARCHITECTURAL MODIFICATION APPLICATION**

This application is to be completed by the homeowner and submitted to the Board of Directors, of \_\_\_\_\_ c/o Realty View Property Management, Inc., for approval **prior to** the commencement of any work.

**TO BE COMPLETED BY HOMEOWNER**

Association Name:

Date:

Owner Name:

Property Address:

Best Phone Number:

**DESCRIBE THE CHANGE/ADDITION/INSTALLATION:** (i.e. Fence installation, repaint/home exterior, screen enclosure, pool addition or installation, landscaping etc.)

**LOCATION:** ((Attach a copy of a plot plan or suitable diagram showing where the change/addition and/or installation will be located))

**SPECIFICATIONS:** (Attach copies of plans, estimates or pictures)

Dimensions:

Materials:

Color (s):

Note: All requests must conform to all local Zoning and Building Regulations, and you must obtain all necessary permits if your request is approved by the Board of Directors. **(Sketches, surveys, pictures, samples, etc. become part of this application and may not be returned)**

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**(THIS SECTION TO BE COMPLETED BY BOARD OF DIRECTORS)**

REQUEST: (Date Approved)

(Date Denied)

COMMENTS:

BOD SIGNATURE:

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**RETURN COMPLETED FORMS TO:**

REALTY VIEW PROPERTY MANAGEMENT, INC. via email to: [yolanda@rvpm.pro](mailto:yolanda@rvpm.pro) or [jennifer@rvpm.pro](mailto:jennifer@rvpm.pro)