

# Chapel Cove HOA

## Architectural Request Change

Exterior alterations must have prior approval by the Chapel Cove HOA board of directors. Any unapproved alterations shall be in violation of the governing documents. Chapel Cove HOA board of directors does not take responsibility for permits, engineering, water flow, or other areas requiring professional or technical advice or approval. If you are requesting approval for painting the exterior of the subject property, please attach paint color chips. If you are requesting other alterations or changes, please clearly explain, describe, and attach a survey/plot with scaled drawing and list of materials that will be used.

Please submit your request at: [www.ccm-mgmt.com](http://www.ccm-mgmt.com) (*Resident Services, Architectural Requests*)

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

In accordance with the Governing Documents, "By-Laws and Covenants", referred to in the deed for the above referenced property; I/We propose the following alterations and or changes to this property for approval.

Description of Alteration/Change Requested:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

### **For Board/Management Only:**

Approved                  Disapproved

Approved with the following provisions: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_