

*Architectural Review Committee
Plan Approval Request*

The attached is submitted for approval by the Architectural Review Committee. I understand that final approval may take up to one (1) month from the time a complete and properly prepared submittal has been received by the Committee. I am requesting permission for the following construction or installation:

- | | |
|--|--|
| <input type="checkbox"/> Patio | <input type="checkbox"/> Deck |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Structure addition or amendment | <input type="checkbox"/> <u>In ground Pool ONLY</u> – Above ground pool not permitted |

Other – describe: _____

- As required, I have attached all plans (2 sets if mailing) and specifications pertaining to the matters set forth under Article VI, Section 2 and including any amendments.
- A **copy of the Plat of Survey** should be sent with mark ups indicated the changes or additions to the property.
- Review Form with all plans should be submitted to: **OPN HOA at PO Box 1122, Montgomery, IL 60538 or OPNHOA@gmail.com**. Pursuant to the terms of the covenants all plans and all submissions should be sent to the Association. Please allow two (2) weeks to process and reply.
- If a city permit is needed for the project, please include a copy of their permit stating it has been approved by the city.

Name: _____ Home Phone: _____

Address: _____ Work: _____

City/State: _____ Email: _____

Installation Date (range) _____ Contractor/Vendor Name: _____

Prop. Owner Signature: _____ Date: _____

The Architectural Review Committee has reviewed the plans submitted. Please note:

Approval has been granted for the use and location only as specified on the approved plans. Approval does not constitute any review or approval as to the adequacy or sufficiency of the design of the structure itself. For your own protection, may we suggest that you obtain a certificate of insurance and contractor's license number (if applicable) from your contractor. You must also comply with all other State and Local rules and regulations. A building permit may be necessary from the City of Montgomery.

The following additional condition shall also apply:

Your plans cannot be approved at this time for the following reason:

Architectural Review Committee:
APPROVAL: **Approved** _____ **Denied** _____

By: _____ Date: _____