

ARCHITECTURAL REQUEST for Briar Lake Unit Owners Association



HORST
PROPERTY
MANAGEMENT

P.O. Box 3330 • Lancaster, PA 17604-3330
717.581.9850 • Fax: 717.581.9816

Homeowner Name: _____

Unit Address: _____

Phone Number: _____

Date of Request: _____

Architecture- briefly describe the request for addition or alteration. **Attach a plan** that includes a drawing of the structure, type of materials being used and name and phone number of the contractor. The contractor must hold a workman's compensation certificate. A copy will be issued to the unit owner and Briar Lake Unit Owners Association. This plan must also include a copy of the actual contract. You must wait for Board approval prior to beginning the project. This request is valid for six months from the approval date. If the project is delayed further than that, you will need to resubmit for approval.

REQUEST IS AS FOLLOWS:

***FOR OFFICE USE ONLY**

Date Received:	_____	Date Forwarded:	_____		
Approved:	<input type="checkbox"/>	Approved as noted:	<input type="checkbox"/>	Denied:	<input type="checkbox"/>
Board Specifications:					

Board Signature:					

Date Signed:			Date To be Completed:		
_____			_____		