



## Architectural Modification Application

Instructions: To submit your completed request, please sign in to your Owner Portal by visiting [www.camcomgmt.com](http://www.camcomgmt.com). Once you have signed in, locate the "Requests" option from the menu on the left-hand side, select ARC Request and complete the appropriate fields and upload this form and all accompanying documents required.

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

Community: \_\_\_\_\_

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

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

Briefly describe the request for addition or alteration:

---

---

---

---

---

In order to process and evaluate your request, the Committee must have copies of the following documents, applicable to your request:

- Site Plan
- Architectural Drawings
- Material & Color Selections
- Lighting Plan
- Landscape Plan
- Responses to Prior Committee Comments and/or Questions
- Additional Materials as Requested by the Committee (may be communicated after initial submission)

### **Acknowledgement of Proposed Modification:**

Please communicate your proposal to the homes adjacent to your home or effected by the proposed modification. This is a courtesy and awareness process for your neighbors in the Association and is not intended as an approval of the proposal; the Board will have final approval, if granted. Please document this communication by signature of those homeowners notified below:

Address	Owner Name	Owner Signature	Date

### **Requestor Signature:**

Only the legal owner of the home may submit an application for architectural modification.

---

Owner Signature

**Management & Board Review**

**Management Use Only**

Request Received & Reviewed by Management

Reviewed By \_\_\_\_\_

Date \_\_\_\_\_

Management Comments:

---

---

---

---

---

Request Delivered to Board for Review

Delivered By \_\_\_\_\_

Date \_\_\_\_\_

**Board/ACC Committee Use Only**

This application has been reviewed, and the following action has been taken:

- ☐ Approved as Submitted (contingent upon obtaining and submission of all necessary permits with the local jurisdiction)
- ☐ Approved with Changes (contingent upon obtaining and submission of all necessary permits with the local jurisdiction)
- ☐ Request Denied as Presented

Committee/Management Comments:

---

---

---

---

---

Reviewed / Approved By: \_\_\_\_\_

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

Reviewed / Approved By: \_\_\_\_\_

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

Reviewed / Approved By: \_\_\_\_\_

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

Reviewed / Approved By: \_\_\_\_\_

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