



**PRESTWICK CHASE HOMEOWNERS
ASSOCIATION, INC.
ARCHITECTURAL CHANGE REQUEST FORM**

Any exterior addition/change/alteration/improvement to a unit must be approved by the Prestwick ARC to keep the harmony of external design and location in relation to surrounding structures and topography.

INSTRUCTIONS:

- **Do not start any project before written approval is received!** *Removal of unauthorized projects will be at the owner's expense.*
- Allow 30 days for processing and response.
- Describe details including materials, precise locations, and dimensions. Product specification sheets/samples should be provided. Note on form how the ARC may contact you and/or ask questions
- Include a survey/photo's showing location of improvement to be made.
- Contact Bristol Management at 575-3551 with any questions, to track approvals and request copies.
- **Return completed form to Bristol Management Services, Inc. and \$25.00 application fee payable to PGA/POA, as if application is approved it will be forwarded to the PGA/POA ARC who needs to approve also. If application is denied the fee will be returned.**

Brief Description (Attach Additional Pages as Necessary)

Submitted by: _____ Lot # _____

Address: _____

Phone/Email: _____

Planned project start date: _____

Contractor: _____

Telephone #: _____ Fax #: _____

County Permit Required: YES / NO Date of Permit: _____

Signature of Applicant: _____

Date of Application: _____

Architectural Control Committee

- Not Approved**
See remarks
- Include changes & resubmit**
- Approved**
- Approved with Comment**

COMMENTS: _____

Signed: _____

Date: _____