

# Cardinell View Lofts Condominium

## Architectural Review Committee Application

As explained in the Governing Declaration and Bylaws, interior & exterior improvements or modifications require approval by the Association's Board of Directors. This is the form to use when applying for such approval. Please describe all changes you propose to make to your Condominium. Include a scale drawing(s) with top (plan) and side (elevation) views as necessary to clearly establish locations and elevations of any structures or modifications. Include dimensions and materials and specify color(s) if appropriate. Your drawing should include existing structures and boundaries where necessary to indicate relative location. To avoid delay of Board of Directors action, please include all information the Board of Directors will need to make their decision including but not limited to contractor proposals, contractor certificates of insurance, etc. All work must be completed by licensed and bonded contractors. Attach additional pages if needed.

Please be aware that no approval provided the ARC Committee in any way provides approval of any City or legal requirement or permit approval, or authority to not investigate necessary requirement that ensures municipal compliance. The ARC Committee only approves under the Association's Guidelines and Restrictions. All owners are required to contact the City to ensure all requirements are met prior to commencing any work. No proposed plans will be approved that encroach on common property.

You may deliver this completed form along with drawings to: **FRESH START Real Estate, Inc.; 6017 SW Murray Blvd., #313; Beaverton, OR 97008**. Forms can also be emailed to **Manager@FRESHSTARTofOregon.com**.

Owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Unit #: \_\_\_\_\_

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

Affected address, if different: \_\_\_\_\_

Brief description of proposed modification: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Board Decision:                      Approved                       Declined

Approval Signatures:                      1. \_\_\_\_\_

2. \_\_\_\_\_                      3. \_\_\_\_\_

4. \_\_\_\_\_                      5. \_\_\_\_\_

*Please allow up to 30 days for ARC & Board approval*