



CRESCENT MOUNTAIN VINEYARDS ARCHITECTURAL REVIEW COMMITTEE

CHANGE REQUEST FORM

NAME: _____

ADDRESS/LOT#: _____

CONTACT INFO: _____

DATE SUBMITTED: _____

DATE RECV'D ARC: _____ **BY:** _____

BREIF DESCRIPTION OF REQUEST: (Provide Attachments as needed)

Per ARC Guidelines, Section 42/43:

EXISTING HOME IMPROVEMENT REVIEW

As stated in the Covenants, no site preparation, excavation, changes in grade, landscaping or initial construction, erection, alteration or installation of any improvements, including, but not limited to, dwellings, commercial units, outbuildings, driveways, fences, walls, signs, television antennas, clotheslines, mailboxes, post lamps, recreational or playground equipment and other structures, shall be undertaken upon any residential lot, residential site, or any other lot or parcel of property in the Development unless the plans, elevations and specifications therefore, showing the nature, kind, shape, height, materials, color scheme and location of the proposed improvements and/or landscaping shall have been submitted to the Architectural Review Committee (ARC) and expressly approved in writing. Plans submitted for construction of initial improvements upon the lot or parcel must contain details of any driveway(s) serving the lot or parcel to be improved including such driveway(s) intersection with the roads in the Development.

When submitting for review and approval of proposed improvements, presentations must include but may not be limited to the following:

Material and Color Samples: Samples are most important when applying for improvement approval because of the necessity of matching existing materials.

Site Plan: A plan with dimensions of the property must be submitted showing the location(s) of the proposed improvements.

Drawings: Two sets of sufficient plans and elevations shall be submitted to adequately define and explain the improvement or modification. Drawings representing the existing structure(s) must also be submitted.

Completed Improvement Review Form: The improvement review form will be submitted along with two (2) sets of plans for review along with the plan review fee.

After reviewing the project, the Committee will either suggest changes or grant Final Approval. As with new construction, two (2) sets of the drawings and the Construction Compliance Bond must be submitted prior to obtaining a Construction Authorization Permit. As specified in the construction guidelines, ARC and County Permits must be displayed before site clearing, material delivery, or construction may begin.

ARC Approval Date: _____ **By:** _____

ARC Rejected Date: _____ **By:** _____

Reason Rejected/Changes Needed:
