



Architectural Review/Modification Committee (ARMC)

Improvement / Modification To Property Request

Date submitted _____ Village Representative's Name _____

Name _____ Phone # _____ EMail _____

Property Address _____ Village _____ Lot # _____

Work performed by _____ Business Lic # (if applicable) _____

Proposed start date _____ Expected end date _____

Type of improvement/change _____

Will this improvement/change alter the original property and/or house design? Yes No
If yes, please explain _____

Does the improvement/change conform to the harmony and exterior design of neighboring sites? Yes No

Is the request based on your village's materials, landscape plantings and, if applicable, approved colors? Yes No
If no, please explain _____

Have you submitted all the documents from the "Required Information" list with this request? Yes No
If no, the form can be printed from our website at www.craftfarmspoa.com under the "Documents" tab.

IMPORTANT
To avoid delays in sending your request to the ARMC, please be sure you've submitted the required documents (drawings, contracts, estimates, etc) with the Request Form.

The undersigned agree to comply with all restrictions and covenants and be liable for any damage to Craft Farms Property Owners property and other properties. The undersigned agree to complete the improvement according to the plans submitted and signed. Any exceptions to the plans or above information must be submitted to the Craft Farms Owners Association ARMC.

COMPLIANCE DEPOSIT STATEMENT

A \$2,000.00 Compliance Deposit is required for all new construction and for major improvements or modifications. If the proposed construction, improvement, or change is in substantial compliance when completed, and a Certificate of Occupancy issued (if applicable), the deposit will be returned.

Signature of Property Owner / Date

Signature of Contractor / Date

Please Note: The ARMC may take up to 45 days to make a final determination on your request.