

# Architectural Review Request

Courtyard Homes Association Inc., aka as Spoonbill Landings

- Any change to exterior of unit, including courtyard, requires an Architectural Review Request approval prior to beginning any work.

Send your request to Bob Coughlin at: [recoughlin3@gmail.com](mailto:recoughlin3@gmail.com) Phone number: 860-214-9285

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

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

Change request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason For Change: \_\_\_\_\_

\_\_\_\_\_

◇ Contractor: \_\_\_\_\_

◇ Permit required: Yes \_\_\_\_\_ No \_\_\_\_\_ Permit received on \_\_\_\_\_ (DATE)

◇ ATTACH DRAWING OR PICTURE OF REQUESTED CHANGE

\_\_\_\_\_

Architectural Committee Review: Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

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

Title: \_\_\_\_\_

If disapproved, why: \_\_\_\_\_

\_\_\_\_\_

Board of Directors: Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

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

Title: \_\_\_\_\_