

**TARA CIVIC ASSOCIATION**  
**PROPERTY OWNER'S APPLICATION FOR APPROVAL FOR ALTERATION TO PROPERTY**

Date: \_\_\_\_\_ Lot Number: \_\_\_\_\_ Filing: \_\_\_\_\_

Property Owner(s): \_\_\_\_\_

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

Mailing Address of Property Owner: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

**EXPLANATION OF PROPOSED IMPROVEMENT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach additional pages to explain further, if needed.)

**ATTACH TO THIS FORM A DRAWING OR SKETCH OF THE PROPOSED IMPROVEMENTS. (THE INFORMATION SUBMITTED MUST BE SUFFICIENTLY COMPLETE SO AS TO ALLOW THE FORMAL REVIEW PROCESS TO BEGIN.)**

I understand that this Application for Approval is not complete until the Architectural Control Committee (ACC) has reviewed the information submitted and determined the information is sufficient to allow for formal review.

Property Owner: \_\_\_\_\_

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

Property Owner: \_\_\_\_\_

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

**ARCHITECTURAL CONTROL COMMITTEE'S ACKNOWLEDGEMENT OF RECEIPT**

\_\_\_\_\_ This Application for Approval as submitted this date appears to be sufficient to begin the review process. We will notify you if further information is needed to complete our review.

\_\_\_\_\_  
Architectural Control Committee

\_\_\_\_\_  
Date

\_\_\_\_\_ The Architectural Control Committee cannot begin the review process until it receives the following additional information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Architectural Control Committee

\_\_\_\_\_  
Date