

BURNTWOOD WEST ROOFING MATERIAL ARCHITECTURAL REQUEST FORM

Please email or Mail to: Appleton Properties, Inc.
18150 SW Boones Ferry Rd. Portland, OR 97224
Association Manager: Lisa.Molini@cwres.com

NAME _____ Email: _____

Property Address _____

Home Phone _____ Work Phone _____

In accordance with the Associations documents, and Architectural Roofing Guidelines I hereby apply for written approval to make roofing alterations or changes to my property (Please attach all contractor and roofing material information).

Proposed Roofing Alterations or changes

- Full Replacement
 Other _____

The pre-approved roofing materials that I am applying for use is: (check one)

- CertainTeed Presidential TL (Triple Laminated) Shingle
 GAF Grand Canyon Lifetime Designer Shingle
 Owens Corning Woodmoor Shingles
 Tile (Sample required)
 Cedar Shake

Color: _____

If the roofing material the homeowner is requesting approval for is NOT listed above, the roofing material cannot be approved by the Architectural Review Committee (ARC). The homeowner is required to present the NON pre-approved material at an upcoming Board meeting for review. NO EXCEPTIONS Please refer to the FAQ's on the HOA website for additional information regarding roofing materials.

Other – I plan to bring a sample to an upcoming board meeting.

Roofing Material to be presented: _____

NOTE: Applicant assumes responsibility for obtaining all necessary building permits upon approval. An approved request form must be presented to City officials when applying for a building permit.

If my application is approved, I fully understand the approval is only for what I have indicated and is based upon the facts and plans that I have presented. I understand that all alterations or changes must be approved and completed within the approved time frame.

Owner's Signature: _____ Date: _____

ARC USE ONLY

Approved Rejected Approved with Conditions Form Updated 02/23/2020

Remarks / Conditions: _____

By: _____ Date: _____