

University Park Community Association

COMMON AREAS

Requests for changes to landscaping or architecture elements.

A REQUEST FOR BOARD APPROVAL

Date: _____

Neighborhood : _____

Neighborhood Chair (making request): *name* : *signature* : *date*

Description:

Total Cost requested: \$ _____

Proposed Funding (source of funds or in annual budget / planned capital expend.)

B REVIEW AND APPROVAL

1 For general compliance - PBM LLC: YES / NO

name : *signature* : *date*

(Neighborhood support / several quotes received / compliance with CCR's)

Notes:

2 For design - Architecture & Landscape Committee YES / NO

name : *signature* : *date*

(Complies with published standards / meets guidance criteria / exceptions granted)

Notes:

3 For funding - Finance Committee, Treasurer or Finance Director YES / NO

name : *signature* : *date*

(From operating funds / operating surplus / reserve funds / new reserve item)

Notes:

C APPROVED BY BOARD

YES / NO

date