

Design Review Submittal

OFFICE USE ONLY:
CHECK IF SPECIAL FORM
REQUIRED: _____

OFFICE USE ONLY:
ACCOUNT NUMBER: _____
SUBMITTAL TAKEN BY: _____

NAME OF ASSOCIATION: Spyglass Hill Condominium Association

HOMEOWNER DATA:

PROPERTY LOCATION: _____
(Street Address)

NAME: _____

OFFICE: _____ • HOME: _____ • FAX: _____ • CELL: _____

*EMAIL: _____ Preference of Contact: _____

*All correspondence will be sent via email unless otherwise noted.



PROJECT TYPE AND DESCRIPTION:

SHED * FENCE * LANDSCAPE * PAINT COLOR SATELLITE DISH * DECK * OTHER **

DESCRIPTION OF PROJECT – BE SPECIFIC – LACK OF INFORMATION CAN DELAY YOUR REQUEST. LIST SIZES, HEIGHTS, MATERIAL TYPES, LOCATIONS, ETC. _____

Submit to:

Property Management Services, Inc (PMSI)
Mail: PO Box 92130, Anchorage, AK 99509-2130
In person: 601 W 41st Avenue, Suite 201, Anchorage, AK 99503
Fax: 907-562-3550 Email: pmsi@gci.net

Owner Please Read and Sign:

I have read and understand the Declaration of my owners association and, to the best of my knowledge, this submittal complies with those requirements. If applicable, construction completion will be within one summer construction season, no later than _____.

Signature of Owner(s): _____ Date: _____

* **Requires As-built**
** **May require As-built**

SPYGLASS HILL CONDOMINIUM ASSOCIATION

P.O. Box 92130
Anchorage, AK 99509-2130
(907) 562-2929

SPYGLASS HILL CONDOMINIUM ASSOCIATION

Resolution 2020-9

Circulated outside of a Board Meeting

SUBJECT: Design Review Submittals

The Board of Directors, elected August 6, 2020 is comprised of Randy Covington, Trevor Hyatt and Lisa Terwilliger. One of the responsibilities of the Board of Directors is to ensure that certain architectural standards are met. The Board of Directors is making an addition to the Design Review Submittal procedure.

Article XIV of the Declarations require that any replacement, addition or alteration of the exterior of a unit must have approval from the Board of Directors. All projects undertaken by an Owner must include the plans, specifications and plot plan showing the location and nature of the replacement, addition or alteration. The submittal also must include the proposed color scheme, design and materials being used.

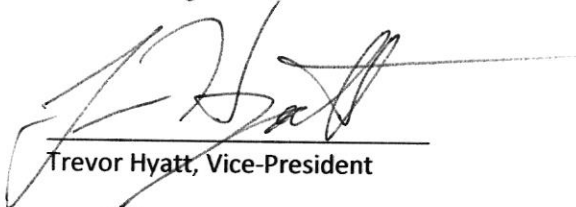
In addition to the above, the Board of Directors require all Design Review Applications to be signed by and submitted by the Owner of the Property. This is not done to slow down the process, it is an effort to ensure that Owners are involved in the Design Review Process, and any work being performed on their property.

The Board of Directors has discussed the above resolution and signed in approval.



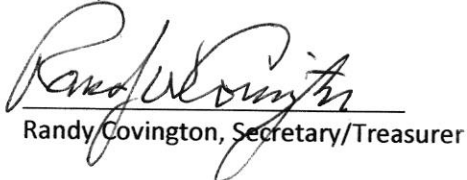
Lisa Terwilliger, President

Date: 10/8/2020



Trevor Hyatt, Vice-President

Date: 10/8/2020



Randy Covington, Secretary/Treasurer

Date: 10/8/2020