

**Design Review Submittal**

OFFICE USE ONLY:  
CHECK IF SPECIAL FORM  
REQUIRED: \_\_\_\_\_

OFFICE USE ONLY:  
ACCOUNT NUMBER: \_\_\_\_\_  
SUBMITTAL TAKEN BY: \_\_\_\_\_

**NAME OF ASSOCIATION: Briarcliff Townhomes Association**

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**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. \_\_\_\_\_

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**Submit to:**

Property Management Services, Inc (PMSI)  
Mail: PO Box 92130, Anchorage, AK 99509-2130  
In person: 6000 C Street, Anchorage, AK 99518  
Email: info@pmsialaska.com

**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**