Architectural Request Form Guidelines

All ARC decisions are final. Any appeal must be made to the ARC in writing to the email above. The 30day review process will be reset.

Before submitting a request, refer to the Declarations and Bylaws of the Log Cabin Inn Condominium Owners Association (LCICOA) governing the permitted uses and restric­tions applicable to the cabins and common elements. It is the responsibility of the cabin owner to have and be familiar with the Declarations and Bylaws. These documents should have been provided as part of the closing process.

No architectural changes to cabins, garages or landscaping of common elements may be made without the approval of Architectural Review Committee (ARC). The ARC is authorized by the Board of the LCICOA to review and rule on all requests independent of the LCICOA.

All cabin owners need to be cognizant of the fact that all property beyond the cabin foundation is common area and cannot be changed, modified, altered in any manner without the approval of the ARC.

All requests must be submitted in writing to

Rich Scrivner

Architectural Review Committee Member

Duke638@hotmail.com

The ARC will make every effort to provide a ruling within 30 days from the date of sub­mittal of a complete and detailed request form. Any request should include the following:

1. Copy of the site plan with cabin location clearly defined.
2. If the request involves structural changes to a cabin, a complete and detailed plan drawing with a list of materials and colors consistent with the guidelines in the Decla­rations and Bylaws. Provide material and color samples if available. This will expedite the review process.
3. If request involves a change, addition to and/or modification to any of the common elements, not specifically allowed for in the Declarations and Bylaws, a complete and detailed description of the change and list of the type and location of any trees/ plants/shrubs to be added, trimmed or removed.

All contractors providing services on the property must be licensed and bonded. Please include the Contractor's name. CCB# and contact information with your application