**University Terrace Homeowners’ Association**

Architectural Modification Application

Please submit this form along with a copy of your plans and drawings, with cost estimates and warranty information, at least seven days before the starting date of your project (or 14 days if the project is elaborate) to [alix@berkeley.edu](mailto:alix@berkeley.edu). Electronic submissions are preferred.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Weekday phone: ­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evening/weekend phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This application is being submitted for approval of plans for (check all that apply):

\_\_ Interior alteration to building systems (electrical/plumbing/flooring, floor plan, etc.)

\_\_ Exterior modification or addition (windows/doors/skylights/decks/patios)

\_\_ Interior remodeling for resale credit only (no impact on building systems)

Description of Architectural or Landscaping Improvement:

Estimated cost of project: \_\_\_\_\_\_\_\_\_\_\_\_

Estimated project completion date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_Plans and/or drawings are attached (existing floor plan also required for large-scale remodels)

\_\_ Estimate(s) is/are attached (required)

\_\_\_ Warranty information is attached (if applicable)

**ARB ACTION**

Comments:

Inspected on \_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_

Number of years for depreciation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approval date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ARB Chair signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-