

Bixby Village Homeowner Request for Exterior Change (Exhibit B1)

Homeowner Information:

Name: _____ Submission Date: _____

Address: _____ Account No. (From billing statement): _____

Phone No: _____ Email: _____

Signature: _____

Change Request Information: Before submission homeowners should read the document(s) referenced in the appropriate request section and insure the required information and signatures are included as a part of this request. The referenced documents are available on the Bixby Village Homeowners website (bixbyvillagehoa.com).

Type of change being requested:

- Garage Door Replacement . Ref. *"Architectural Standards for Garage Doors"*
- Satellite Dish Installation - Ref. *"Architectural Standards for Satellite and Cable Installation"*
- Window replacement: - Ref. *Architectural Guidelines, Section 17.6.16*
- Front Door replacement: - Ref. *Architectural Guidelines, Section 17.6.18*
- Patio Covers – Ref. *Architectural Guidelines, Section 17.6.4, 17.6.5 & 17.6.6*

Other Exterior Changes: Provide a brief description here but include a detailed description of the requested changes along with any appropriate drawings, vendor items, pictures, by whom the work will be performed, etc.

Neighbor Approval: (Window and Front Door replacements do not require neighbor

approval) I have reviewed the requested changes and have no objection.

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Instructions: Mail this application to PCM c/o Shelly Cruz at the address listed below. The request will be forwarded to the Architectural Committee for review. The details of the request process, timeframes and general documentation requirements can be found in *Section 17.2, Submission Procedures and Requirements* contained in the *"Architectural Guidelines"* which is available on the Bixby Village Homeowners website.

Professional Community Management
23726 Bircher Drive
Lake Forrest, Ca. 92360
Attn: Shelly Cruz

FAX: 949-465-2456
Phone: 949-768-7261

Email: scruc@pcminternet.com

Date Received by PCM _____ Date Received by AC _____

Committee Chairman _____ Approved _____ Denied _____

Date HO Notified _____