

# KLAHANIE

## Appendix B

### Inspection Request/ Project Completion Form for AC Application

This form will assist Klahanie in ensuring that projects are completed as approved by the Association, and those that are delayed or postponed will reflect the change in status in our records. Include photos showing project completion. Photos may be attached to the following page or emailed to [architecturalcontrols@klahanie.com](mailto:architecturalcontrols@klahanie.com).

Please submit this form when:

- Your project is completed, OR
- You have decided to cancel the project, OR
- It has been ninety (90) days since the project was approved and it is not yet completed and requires an extension.
- **\$100 fine will be levied if the form is not returned within ninety (90) days after approval is given.**

#### COMPLETE THIS SECTION IF YOUR PROJECT HAS BEEN COMPLETED

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DIVISION: \_\_\_\_\_ LOT #: \_\_\_\_\_ PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ARCHITECTURAL CONTROLS PERMIT # (from your approved application form or letter): \_\_\_\_\_

PROJECT COMPLETION DATE: \_\_\_\_\_ TYPE OF PROJECT: \_\_\_\_\_

#### IF APPLICABLE PLEASE FILL OUT THE FOLLOWING INFORMATION

ROOF PROJECT: Name of product: \_\_\_\_\_ Color \_\_\_\_\_

EXTERIOR PAINTING:

body color name: \_\_\_\_\_ body color number: \_\_\_\_\_

trim color name: \_\_\_\_\_ trim color number: \_\_\_\_\_

front door color name: \_\_\_\_\_ front door color number: \_\_\_\_\_

garage door color name: \_\_\_\_\_ garage door color number: \_\_\_\_\_

TREE REMOVAL: name of replacement tree: \_\_\_\_\_ location of tree: \_\_\_\_\_

OTHER (please describe): \_\_\_\_\_



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PLACE PHOTO(S) HERE  
(or submit as email attachment to [architecturalcontrols@klahanie.com](mailto:architecturalcontrols@klahanie.com))

COMPLETE THIS SECTION IF YOUR PROJECT IS PAST THE NINETY (90) DAY APPROVAL AND EXTENSION IS REQUESTED OR PROJECT IS CANCELLED

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DIVISION: \_\_\_\_\_ LOT #: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ARCHITECTURAL CONTROLS PERMIT # (from your approved application form or letter): \_\_\_\_\_

- PROJECT HAS BEEN CANCELLED
- PROJECT IS PAST ITS NINETY (90) DAY APPROVAL AND REQUIRES AN EXTENSION OF \_\_\_\_\_ DAYS

PRINTED NAME OF PROPERTY OWNER: \_\_\_\_\_

SIGNATURE: **X** \_\_\_\_\_ DATE: \_\_\_\_\_

FOR KLAHANIE OFFICE USE ONLY — PLEASE DO NOT MARK THIS AREA

PROJECT COMPLETED AS SUBMITTED?  YES  NO

DATE OF COMPLETION: \_\_\_\_\_ INITIALS: \_\_\_\_\_

COMMENTS: \_\_\_\_\_