



**CLARKE FARM CONDOMINIUM ASSOCIATION**

**ARCHITECTURAL APPLICATION/PROPOSAL  
TO MODIFY CONDOMINIUM PROPERTY**

Date:

Name:

Address:

Unit #

Phone:

Alt. Phone:

E-Mail:

**INSTRUCTIONS:**

1. Fill out the form completely and print the form and/or save the form file to your device.
2. Either return the printed document to Shelly D'Amico, c/o Hennesy Property Management, 181 Knight St, Warwick, RI 02886 or email the completed pdf form file to [Shelly@thehennessygrp.com](mailto:Shelly@thehennessygrp.com).
3. Property Manager will forward to Board for review
4. Board gets committee recommendation and approves or denies the proposal
5. Property Manager will notify owner of the Board's decision

**DESCRIPTION OF PROPOSED CHANGE:** Please be explicit in your description as to the location, nature, kind, shape, height, materials and color to be used; attach drawings and photos as necessary. Failure to provide this information may delay the review and/or approval.

Please provide name, address, telephone, license and insurance of Contractor(s) below:

I, unit owner of Unit # (and any successor in interest), understand that I am responsible for the maintenance thereof, both current and future. Additionally, I understand that any modification initiated prior to Board approval will be subject to denial of approval, fine, or "undoing" of modification(s) at my expense.

Submitted by: (printed name}

Signature (or Digital ID)

Date

Repair & Maintenance:

Recommended

Not Recommended for the following reason:

Date:

Landscape Committee:

Recommended

Not Recommended for the following reason:

Date:

Board Decision:

Approved

Not Approved for the following reason:

Date: