

**MISSION RIDGE COMMUNITY ASSOCIATION**  
**ARCHITECTURAL REQUEST FORM**

Name of Owner \_\_\_\_\_ Date \_\_\_\_\_

Property Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Proposed Improvement: *(Include drawings, brochures and color chips, as applicable. Be as detailed as possible)* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Start Date \_\_\_\_\_ Expected Completion Date \_\_\_\_\_

*The Board has 60 days in which to make a decision, please allow for this time in your request.*

**Submit two (2) copies of this form as well as any additional information describing the modifications/additions (including dimensions, materials to be used, color, locations on the property, distances to property lines, and elevation of improvements relative to existing dwelling).**

*The intent of this request form is to maintain consistency throughout the Mission Ridge Community Association and compliance with our governing documents. This form is not a substitute for any permits required by the city, county or state. All work is subject to inspection by the homeowners association.*

Owners' Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE:** *Please take the time to include all the required information. Partially completed requests will be returned, causing delays in processing.*

**Mail requests to:**

Mission Ridge Community Association  
c/o Anchor Community Management  
P.O. Box 2310, Camarillo, CA 93011-2310  
(805) 388-3848 ✉ fax: (805) 388-0856 ✉ e-mail: info@anchorcommunitymgt.com

**Below this line for use by the Architectural Control Committee only**

Approved:       Conditional approval:       Disapproved:

*Conditions for approval or reason(s) for disapproval (All decisions are final):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Signature: \_\_\_\_\_