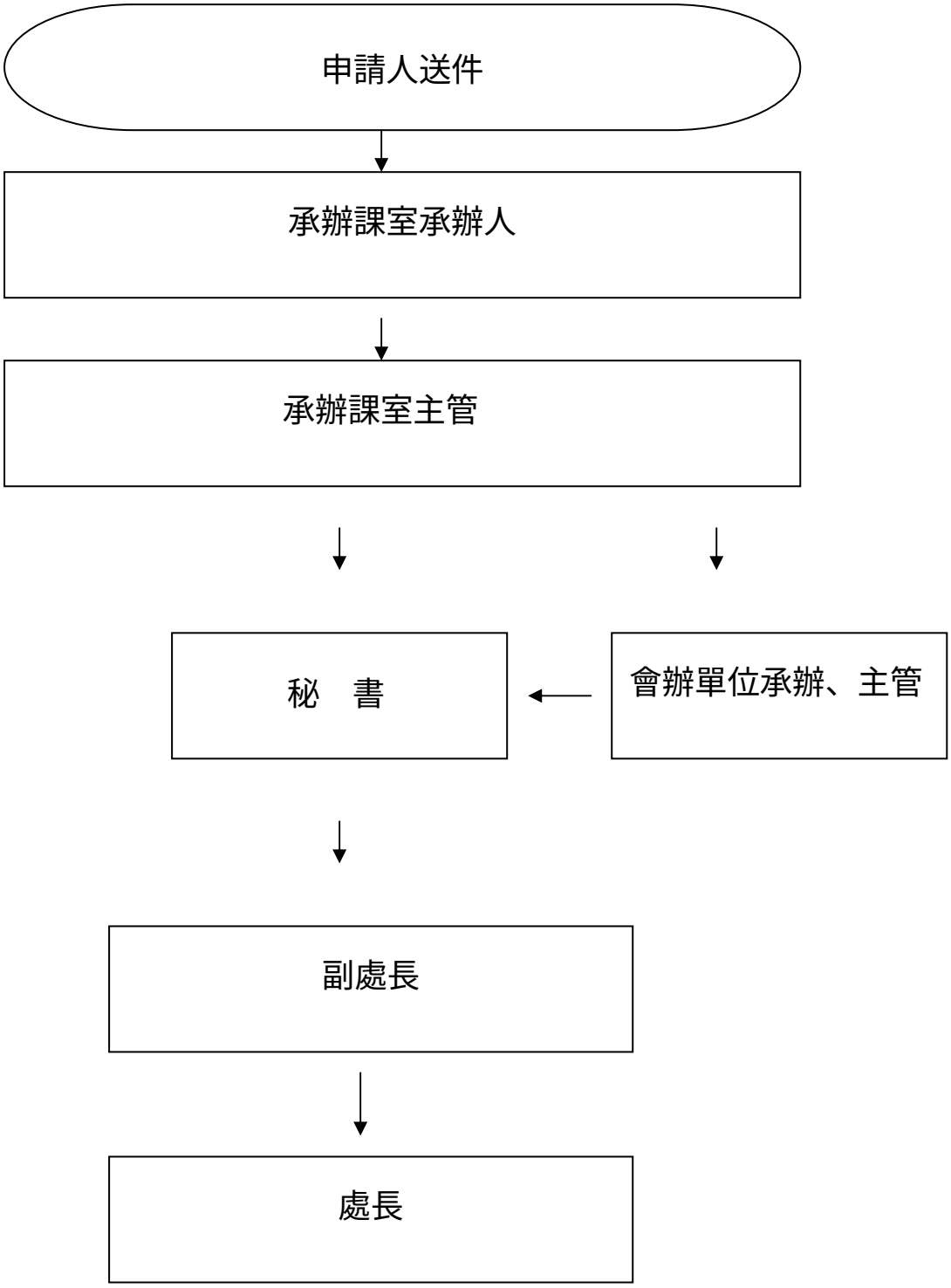建築物美化補助審核流程