

Home Improvement Request Form
Rosemary Glen Homeowners Association Article XII -Architectural Control per the Covenants, Conditions and Restrictions ("CCR")

Provide 30 days' notice to HOA before start date of any exterior home improvement or landscape changes

Below are examples of changes that require approval prior to starting your project.

New roof (or repair)	New decking, patio, or hot tub
Exterior painting (even if same color)	Adding a sports court
New fencing (or repairing existing fencing)	Landscape modifications (add or remove)
Storage shed on the property	

Homeowner's Name (Printed): _____

Lot # _____

Date submitted: _____

Phone: _____ email: _____

Description of Change: _____

Please provide plans or a sketch on an attached sheet showing how the proposed changes are to be applied to the property. The plans or sketch should include the following information, if applicable:

- Location on lot, size, and shape
- Color e.g. (A change in exterior paint color requires a sample of the proposed color).
- Material e.g. (A change in roofing requires a sample/description of the proposed color)
- Brochure or sample if available
- Any other characteristics that impact the appearance of your property

Please indicate if your neighbors are aware of the proposed changes and have expressed any concerns about your project. _____

If retaining an architect and/or contractor on your project, are they aware of the Rosemary Glen covenant restrictions?

Yes

No (please verify their work does not violate the CCRs)

N/A

This lower section is to be completed by Homeowners Association (Please note HOA has 7 days to process)

☐ Approved as is ☐ Conditional Approval * ☐ Not Approved *

Explanation: _____

*contact the Board with questions.

HOA Rep. _____

HOA Rep. _____

HOA Rep. _____