

LEISURE KNOLL at MANCHESTER

APPLICATION FOR ACC PERMIT

Fax: 732-657-7433

HOME OWNER'S NAME _____ DATE _____

ADDRESS _____ TELEPHONE _____

Brief description of proposed improvements:

As homeowner I accept full responsibility for compliance with all covenants and rules of the Association and the Township of Manchester and all necessary corrections of the proposed improvements which are not in compliance with when work is done.

Homeowner's Signature

NOTE: A plot plan to scale is required for all additions – including patios, decks, sun rooms and for widening or changes to dimensions of driveways.

Sample of colors for building and trim (paint or siding) shall accompany this application. Also provide color and type of roofing proposed.

Contractor's Name _____ Telephone _____

Contractor's Address _____ Reg. No. _____

IMPORTANT: a copy of the Contractor's CERTIFICATE OF INSURANCE MUST be attached to this application before it can be processed.

For Office Use Only

Conditional Approval _____ Issue Date _____ Expiration Date _____

Permit No. _____ Approval Date _____ Disapproval Date _____

COMMENTS:

Signature(s) of Architectural Control Committee Members

Active: YES NO Verified by _____

Date _____

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Permit Information: The Covenants and Regulations of Leisure Knoll at Manchester Association, in a continuous effort to maintain the visual harmony of individual dwellings, lawns and structures within the Community and the common grounds, and to assure the use of materials and quality of workmanship necessary to retain the aesthetic quality of Leisure Knoll" require that an Architectural Control Committee's approval of all additions and most exterior maintenance and improvement projects before the work is started on the improvement. Permits are open for a 90 day period, and then you have to reapply.

Conditional Permits: These are issued for the purpose of obtaining a permit from Manchester Township when such a permit is required. The Township will not issue a permit until proof of the ACC's conditional approval is submitted to them. Final approved ACC permits are issued after a copy of the Township Permit is submitted to the ACC.

Permit Appeal: Any action or decision of the Architectural Control Committee may be appealed to the Board of Trustees within thirty (30) days of the receipt of the written determination. If not filed within thirty (30) days the ACC action or decision shall be binding. The Board may modify, reverse or confirm the opinion of the ACC. The decision of the Board may be appealed to the Arbitration Committee in accordance with the rules pertaining to that process.

Where any proposed project or improvement may affect adjacent homeowners, written notification shall be given adjacent homeowners by the applicant prior to ACC review.

Please note to put GREEN STICKER in front window before works starts.