

SYCAMORE MEADOWS COA

IMPROVEMENT APPLICATION

WHEN DO YOU FILE AN IMPROVEMENT APPLICATION? An improvement application must be submitted for any construction, addition or alteration to the exterior of your home or the common area.

WHAT IS THE OBJECT OF THIS FORM? The object of requiring a homeowner to file an improvement application with the Board is:

- To insure that your planned improvement conforms to the Association's Declaration, enhances the beauty of the community, maintains the architectural harmony of the community and in no way inconveniences your neighbors.
- To enable the Association to determine what information and assistance it can give in order to expedite completion of your planned improvement.

Name_____ Address_____

Date: _____ Phone (H)_____ (W)_____ Owner: Yes____ No____

Type and Nature of Requested Improvement:_____

Location: _____ Approx. Cost:_____

Dimensions:_____ Color:_____

Supplies:_____

A SCALE DRAWING OF ALL IMPROVEMENTS MUST BE SUBMITTED & ATTACHED TO THE APPLICATION TO SHOW THE EXACT LOCATION, DIMENSIONS, PROXIMITY TO COMMON AREAS, SURROUNDING HOMES, ETC.

I understand the policies concerning my proposed improvement. This improvement in no way encroaches on a neighbor's limited common area or common ground. I agree to abide by the rules established by the Association and will be solely liable for any upkeep and replacement required by my improvement.

I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes, if applicable.

Date _____ Signature _____

Association Use Only

Date Received: _____ Date Sent to Committee: _____

Date Approved / Disapproved:_____ Letter Sent: _____

Stipulations: _____

MAIL ARCHITECTURAL REQUEST TO:

Sycamore Meadow COA, C/O Premier Property Management, P.O. Box 1016 Milford, OH 45150