



RJ COMMUNITY MGT.  
4900 PERRY HIGHWAY  
BUILDING 1, SUITE 300  
PITTSBURGH, PA 15229  
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## YORKTOWN COMMUNITY SERVICES ASSOCIATION APPLICATION FOR ALTERATION

**\*NO ALTERATION MAY BEGIN UNTIL APPROVAL IS GRANTED\***

**\*\*Copy of building permit through the township is REQUIRED prior to approval of outdoor alterations. (i.e. porches, decks, etc.)\*\***

1. \_\_\_\_\_  
Name of homeowner requesting approval (Please print) Date

2. \_\_\_\_\_  
Address of home where alteration will occur

3. \_\_\_\_\_  
Phone number(s)

4. \_\_\_\_\_  
Email address(es)

5. \_\_\_\_\_  
Mailing address of homeowner (If different than above)

6. Type of alteration:

Landscape       Building Exterior       Other

Other (If other, please specify):

\_\_\_\_\_

7. General location of alteration in or around your home:

Front       Side       Rear       Other

Other (If other, please specify):

\_\_\_\_\_

8. Scope of Alteration: Please explain in detail what you are requesting permission to do – include approximate dimensions if appropriate: (enclose attachment if necessary)

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

9. Materials to be Used: Describe the type of materials to be installed and/or removed and quantities of each material: (enclose attachment if necessary)

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10. Effect on the Existing area: Explain if any existing elements will be affected by this alteration (will landscaping be damaged, part of existing porches dismantled, etc.):

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11. Effect of alteration on neighbors on either side of your home:

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12. Include drawings or pictures of alteration information to include windows, garage doors, sliding glass doors, front doors, front storm doors, privacy fences, etc.

14. Estimated start date: \_\_\_\_\_ Completion date: \_\_\_\_\_

15. Building permit copy has been provided with alteration: \_\_\_\_\_ (INITIAL, if applicable)

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**\*\*NO APPROVAL WITHOUT COPY OF PERMIT\*\***

Homeowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

APPLICANT: PLEASE DO NOT WRITE BELOW THIS LINE.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_