

DATE: _____

CLEARBROOK COMMUNITY SERVICES ASSOC.
APPLICATION FOR ALTERATION APPROVAL

NO ALTERATIONS MAY BEGIN UNTIL APPROVAL IS GRANTED

1. _____
Name of homeowner requesting approval (Please print) Phone number (s)

2. _____
Address of home where alteration will occur

3. _____
Mailing address of homeowner (If different than above)

4. Type of Alteration:
Landscape _____ Building Exterior _____ Other (Please specify): _____

5. Location of alteration in or around your home:
_____ Front _____ Side _____ Rear _____ Other
If other, please specify: _____

6. Scope of Alteration: Please explain in detail what you are requesting permission to do - include approximate dimensions if appropriate:

7. Product/Materials Being Used: Describe the type of materials to be installed and/or removed and quantities of each material. (Decking Material, Fence Style/Color, Siding Brand/Color, Paint Color, Plant/Trees Species)

(Continued on next page)

8. Effect on the Existing Area: Explain if any existing elements will be affected by this alteration (will existing shrubs be moved, or part of existing porches be dismantled, etc.):

9. Effect of alteration on neighbors to either side of your home:

10. If Structural: A Drawing or Plot Plan (Last page of Deed) will need to be attached showing the dimensions and location of your Alteration. If a Drawing is submitted, include the first three feet of your neighbors' homes and yard in the drawing. Show distance from nearest existing elements to proposed additions or alterations.

11. Expected start date: _____ Completion date: _____

12. Additional Notes: _____

13. _____
Signature of homeowner requesting approval

Please attach drawings, pictures, etc. to this form.

APPLICANT: PLEASE DO NOT WRITE BELOW THIS LINE.

Approved By: _____

Title: _____

Date: _____