

DATE: _____

PINECREST HOA
APPLICATION FOR ALTERATION APPROVAL

NO ALTERATIONS MAY BEGIN UNTIL BOARD 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:
Deck: _____ Shed: _____ Fence: _____ Planting Trees: _____
Hardscape (Retaining Wall, Patio, Fire Pit, Steps. Etc.) _____
Other (Please specify): _____

5. Location of alteration in or around your home:
Front: _____ Rear: _____ Side: _____ 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, Brick, Stone, Shingles, Fence Style/Color, Literature, Photos, Brand/Color, Paint Color, Plant/Trees Species) If you are requesting a paint color, please list your first, second, and third choice. (Add an additional page, if necessary and please include any paint or material samples)

(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. As a Courtesy: Signatures of your nearest neighbors (left, right, rear, or otherwise abutting your home) have been made aware of this alteration request. Email notifications will also be acceptable if you are unable to obtain a signature.

Signature & Address of neighbor (Left)

Signature & Address of neighbor (Right)

Signature & Address of neighbor (Rear Left)

Signature & Address of neighbor (Rear Right)

NOTE: If you are unable to obtain the signatures of any of your neighbors, you must explain the reason below.

11 Required: Please attached a Plot Plan (Last page of Deed) drawing showing the dimensions and location of your Alteration. Shrubs and Porches in solid lines and the proposed alteration in dotted lines. 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. Plot Plan Attached: _____

12. Expected start date: _____ Completion date: _____

13. Additional Notes: _____

14. _____
Signature of homeowner requesting approval

Please include Plot Plan, Drawings, Pictures, Brochures etc. to this form.

APPLICANT: PLEASE DO NOT WRITE BELOW THIS LINE.

Approved By: _____ Date: _____