

**VILLAGE AT MASON CREEK TOWNHOME ASSOCIATION, INC.
HOME IMPROVEMENT REQUEST**

In order to protect each individual homeowner's property value and privacy, it is required for any homeowner or group of homeowners planning improvements or changes to their deeded property (properties), including landscaping to submit a HOME IMPROVEMENT REQUEST. This request is reviewed by the Architectural Review Committee to ensure compliance with deed restrictions, local statutes, and to protect neighboring homeowners. If any change is made that has not been approved, the Committee has the right to ask the homeowner to remove the improvement and/or change from the property. Your samples, photos, brochures and/or drawings must be submitted with this application. If not, this request is automatically denied, and this application will be returned to you automatically.

****If requested by tenant, request will not be processed without owner's written approval ****

Owner(s)Name: _____
If Rental, Tenant(s)Name: _____
Property Address: _____
Email Address: _____
Telephone/Day: _____ Evening: _____ Fax: _____

Note: The association will not be responsible for ensuring compliance with restrictions regarding utility easements, building setbacks, building codes and other restrictions imposed by other local or state governing bodies or companies.

1. Describe in detail the change or improvement request. (Attach a copy of the plan with any elevation changes.): _____

2. Who will perform the actual work?

3. The change or improvement will be located where?

_____ Front of house _____ Roof _____ Side of home _____ Patio
_____ Rear of house _____ Other

