

# Christina Landing Service Corporation

P.O. Box 7368, Wilmington, DE 19803

Email: [kcarrollbvp@comcast.net](mailto:kcarrollbvp@comcast.net)

Phone: 302-328-5248 Fax 302-475-7664

## Exterior Alteration Request

As you are aware Christina Landing is a deed restricted community. Prior to undertaking any alterations to your home's exterior, you should carefully review the Deed Restrictions.<sup>1</sup> It is strongly recommended that in order to avoid any costs associated with violations of the Deed Restrictions (inadvertent or otherwise), you submit this form along with supporting illustrations/drawings to the above address **prior to making any alterations to your home's exterior**. All requests will be reviewed by the Board as soon as practical and all illustrations and drawings will be retained by CLSC. If you proceed with any alterations to your townhome without first receiving Board approval, you do so at your own peril. Furthermore, approval of your request by CLSC a) does not fulfill other obligations that may be required by City, County, State, or National codes and/or laws, and/or b) does not imply satisfactory compliance with safety, mechanical, electrical, plumbing or other codes. The sole purpose of this process and approval is to assist homeowners in avoiding violations of the Deed Restrictions and the costs associated therewith.

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Last

First

M.I.

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address (please print clearly): \_\_\_\_\_

### Proposed Change

Include information as applicable: plans and specifications with illustrations showing the nature, kind, shape, color, height, materials and proposed location of the change. If more space is needed, please attach to this form.

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Proposed Completion Date: \_\_\_\_\_

### For Office/Committee Use Only

Date BVP received request: \_\_\_\_\_ Method request was received: \_\_\_\_\_

Approved

Denied

Necessary Revisions or Comments: \_\_\_\_\_

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Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date approval sent to homeowner: \_\_\_\_\_ Method approval was sent: \_\_\_\_\_

CC: CLSC Exterior Alteration Review Committee/File

<sup>1</sup> A Copy of the Deed Restrictions (Christina Landing Declaration of Restrictions) are available on the CLSC website.