

Improvement Request Form

In accordance with the recorded covenants, conditions and restrictions of Eastwind Estates HOA, and in order to protect each individual lot owner's rights and values, it is required that any lot owner who is considering improvement of his deeded property submit the following request to the Eastwind Estates Residential Design Review Committee **prior to initiating work on the planned improvements:**

FAILURE TO SUBMIT THE REQUESTED ATTACHMENTS PRIOR TO CONSTRUCTION MAY RESULT IN DENIAL OF YOUR REQUEST FOR IMPROVEMENT. *If any change is made without approval, the Committee has the right to tell the homeowner to remove the improvement from his property.* **Any homeowner considering any exterior improvement to his property is urged to review the Eastwind Estates Covenants prior to construction.**

Owner Name: _____

Property Address: _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____ Email Address: _____

Briefly describe the improvement that you propose: _____

Who will do the actual work on this improvement? _____

Type of improvement(s)

Deck _____ Pool _____

Fencing _____ Patio _____

Patio Cover _____

Secondary Building _____

Other (list): _____

Location of improvements (check actual areas that apply):

_____ Front of dwelling _____ Back of dwelling _____ Side of dwelling

_____ Garage _____ Patio

_____ Other (describe) _____

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Material(s) to be used for the improvement (check applicable items):

_____ Stone

_____ Siding – Type _____

_____ Driveway Type _____ Exposed Aggregate, _____ Concrete.

_____ Other (explain) _____

The following must be included for your improvement to be considered:

- Completed Improvement Request Form
- Complete building plans and specifications, material list, as applicable
- Pictures of proposed improvement(s) if available or applicable. Location of improvement(s) on copy of site plan

I understand that the Residential Design Review Committee will act on this request within five (5) days of receipt and contact me in writing regarding their decision. I agree not to begin property improvement without written approval from the Residential Design Committee. I understand that all construction will meet applicable codes and that the Residential Design Review Committee approvals do not override the applicable codes, but rather are intended to work with them.

Approximate Start Date Completion

Approximate Completion Date

Homeowner Signature

Date

EMAIL COMPLETED FORM TO:

Eastwind Estates Residential Design Review Committee at: justinlawson@att.net

**All emails must have all required electronic documents attached.

