

**PHEASANT RUN HOMEOWNERS ASSOCIATION**  
**Application For Change To Exterior of Dwelling or Grounds**

1. Applicant must be a Pheasant Run homeowner, not a tenant or mortgagee.
2. **Application must be accompanied by a site plan/drawing/sketch describing and showing the location, dimensions of addition or alteration. Be specific as to material and colors, and, if appropriate, floor plan.**
3. For changes beyond 4 feet from the foundation, submit description or sketch of the changes including number, type and description of shrubs, trees, bushes or other material.
4. **NO WORK IS TO BE STARTED UNTIL WRITTEN APPROVAL IS RECEIVED.**
5. It is the obligation of the applicant to comply with local and state building codes and to obtain any necessary permit and submit it with this application.
6. **A deposit of \$200.00 is required to accompany any application for a sprinkler system and/or well or any alteration or change requiring digging or excavation of the grounds. (Refundable at completion and inspection of work).**
7. **If work has not been started and/or completed after six months of approval, a new application must be submitted.**

**HOMEOWNER** \_\_\_\_\_ **DATE** \_\_\_\_\_

(Please Print)

**ADDRESS** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**DESCRIPTION OF CHANGE OR ALTERATION** \_\_\_\_\_

**MODEL OF HOUSE** \_\_\_\_\_ **COLOR** \_\_\_\_\_

**CONTRACTOR'S NAME (if applicable)** \_\_\_\_\_

**SIGNATURE OF APPLICANT** \_\_\_\_\_

I/We acknowledge that the above information is correct and that I/We will comply with the By-Laws and the current Community Guidelines (Covenants and Restrictions) in their entirety.

**COMMITTEE ACTION**

**APPROVED** \_\_\_\_\_

Date

Area Designee

Chairman

**WITH FOLLOWING CONDITION(S)** \_\_\_\_\_

**DENIED** \_\_\_\_\_

Date

Area Designee

Chairman

**REASON(S)** \_\_\_\_\_

**NOTICE AND/OR APPEAL SENT** \_\_\_\_\_ **(DATE)**

**CC1-2**