

COVENTRY Community Association REQUEST FOR IMPROVEMENT APPROVAL

In an effort to provide for and protect each owner's rights and property values, all owners considering improvement and / or change of their property (other than landscaping) **must** submit a REQUEST FOR IMPROVEMENT APPROVAL form to the Architectural Control Committee (ACC) **prior** to the planned improvements and / or changes. If any change is made that has not been approved the Committee has the right to require the owner to remove the improvement and / or change from the property at the owner's expense. PLEASE COMPLETE THIS FORM IN DETAIL.
IF NOT COMPLETED IT CANNOT BE PROCESSED AND / OR APPROVED AND WILL BE DENIED.

NAME OR OWNER _____ WORK PHONE _____

PROPERTY ADDRESS _____ HOME PHONE _____

MAILING ADDRESS (IF DIFFERENT FROM ABOVE)

ASSOCIATION SECTION (1, 2, or 3) _____ SEC / BLK / LOT _____ / _____ / _____

1. **TYPE OF IMPROVEMENT** (Please be specific as to the work being done)

_____ Paint	_____ Roof	_____ Pool / Spa
_____ Patio / Gazebo	_____ Playground Equipment	_____ Storage Shed
_____ Landscape statuary	_____ Permanent basketball Goal	_____ Deck
_____ Antenna / Satellite	_____ Portable basketball Goal	_____ Fence

Other (Please specify) _____

2. **CONTRACTOR** (Who will do the actual work for this improvement)? _____

3. **LOCATION AND PLACEMENT OF IMPROVEMENT (S)** On the back of this form please draw a sketch of the proposed project. **IMPORTANT:** Please be sure to show the location of the street, house and lot lines on the drawing. If the addition will be a room added to the home, or a patio cover, shed, basketball goal, fencing or similar improvement, draw two (2) views of the proposed project. One sketch should show the improvement's relationship to the home, and the second it's relationship to the property lines. **ALSO ATTACH A COPY OF YOUR PROPERTY PLAT MAP (GIVEN TO YOU AT YOUR CLOSING).**

LOCATION OF IMPROVEMENT (Please mark the appropriate location)

_____ Front of house _____ Side of house _____ Back of house

SIZE OF STRUCTURE

_____ Height _____ Width _____ Length

4. **CURRENT COLOR** What is the color of the brick / stone or siding on the house? _____

5. **MATERIAL (S) NECESSARY FOR PROPOSED IMPROVEMENT / CHANGE** If not specified in the drawing on the back, list each item of construction materials. Also ATTACH TWO(2) SAMPLES OF EACH PAINT COLOR AND / OR SHINGLE TO BE USED IN THE CONSTRUCTION.

<u>MATERIAL</u>	<u>EXTERIOR COLOR SCHEME</u>
_____ Paint	House Color _____
_____ Paint	Trim Color _____
_____ Stain	Garage Color _____
_____ Lumber	Trim Color _____
_____ Shingles	
_____ Other _____	

I understand that the Coventry Community Association's (ACC) will act on this request as quickly as possible and will notify me of their decision. I hereby agree not to begin any improvement or changes until the ACC notifies me of their approval.

Signature of Owner / Date

Construction Date

Completion Date

***** DO NOT WRITE OR MARK BELOW THIS LINE ***
FOR ACC USE ONLY**

Declaration of Covenants, Conditions, and restrictions Page _____

ACC Guidelines Page _____

Date _____

FOR ACC USE ONLY (please mark decision)

_____ Approved

_____ Rejected

COMMENTS (Conditional approval, reason for rejection etc.) _____

ACC Member Signature

ACC Member Signature

ACC Member Signature