

Architectural Modification Request Form

Request must be submitted at least 30 days prior to beginning construction or improvement.

Owner Name: _____

Street Address: _____

Phone Number: _____

Email Address: _____

The inclusion of an e-mail address authorizes the Architectural Committee to use electronic mail for official responses to this request.

The **Declaration of Covenants, Conditions and Restrictions** (the "Deed Restrictions") for Holiday Park Home Owners Association specifies that all improvements as defined in the Deed Restrictions must be approved in writing by the Architectural Committee before the improvement begins. To assist in your compliance with this restriction, complete this form and submit it with your plans and specifications for the proposed improvement.

The plans and specifications will not be considered complete without the following items:

- A **plot plan** or **survey** showing the location and dimensions of all existing and proposed improvements.
- Existing and finished **grades** and lot **drainage provisions** shall be indicated.
- The **structural design, exterior elevations, exterior materials, colors, textures and shapes** of all improvements described.
- Statements from adjacent property owners, if appropriate
- Copy of City Permits if required by City
- Estimated **time frame for completion** of project: _____

APPROVAL REQUESTED FOR :

- | | | | |
|--|--|---|--------------------------------------|
| <input type="checkbox"/> BASKETBALL GOAL | <input type="checkbox"/> FENCE | <input type="checkbox"/> LANDSCAPING | <input type="checkbox"/> PLAYSCAPE |
| <input type="checkbox"/> IRRIGATION SYSTEM | <input type="checkbox"/> DECK | <input type="checkbox"/> DRIVEWAY EXTENSION | <input type="checkbox"/> ROOF |
| <input type="checkbox"/> STORAGE SHED | <input type="checkbox"/> PERGOLA | <input type="checkbox"/> SWIMMING POOL | <input type="checkbox"/> PATIO COVER |
| <input type="checkbox"/> EXTERIOR REMODELING | <input type="checkbox"/> EXTERIOR PAINTING | <input type="checkbox"/> OTHER | |

DESCRIPTION OF IMPROVEMENT

Required: I (the homeowner) have reviewed Holiday Park Home Owners Association architectural guidelines per the Covenant and Deed Restrictions.

Owner Signature: _____ Date: _____

FOR ARCHITECTURAL COMMITTEE USE ONLY:

- Approved** – Contingent upon the following criteria: **Not Approved** - Based on the following criteria:
