

# IMPROVEMENT APPLICATION

## POINTE AT BECKETT RIDGE

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**When do you file an improvement application?** An application must be submitted for any construction, modification, or addition to the exterior of your building or grounds. If in doubt about your particular project, contact Towne Properties. Return this form, with specifications (and drawings if applicable), to:

### Pointe at Beckett Homeowners Association

Email: [pointeatbecketthoa@gmail.com](mailto:pointeatbecketthoa@gmail.com)

**What is the object of this form?** The object of requiring an owner to file an Improvement Application with the Board of Trustees is two fold:

1. To insure your planned improvement conforms to the Association's Declaration, enhances the beauty of the Community, maintains the architectural harmony of the Community, and in no way inconveniences your fellow owners.
2. To enable the Association to determine what information and assistance it can give in order to expedite completion of your planned improvement and/or modification.

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

Date: \_\_\_\_\_ Best Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner: \_\_\_\_\_ Renter: \_\_\_\_\_

Type/Nature of requested improvement: \_\_\_\_\_

Color \_\_\_\_\_ Locations \_\_\_\_\_

Dimensions \_\_\_\_\_ Construction Material \_\_\_\_\_

Contractor \_\_\_\_\_

Supplies \_\_\_\_\_ Approximate Cost : \_\_\_\_\_

**A scale drawing of all improvements must be submitted and attached to this application to show the exact location and dimensions.**

I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbor's limited common area or common ground. I agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this improvement. I further agree to obtain all licenses and/or building permits and meet all legal requirements for building codes.

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

### **For Association Use Only**

Date Application Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Approved: Yes \_\_\_\_\_ No \_\_\_\_\_ Date notification mailed to homeowner: \_\_\_\_\_

Signature of Committee/Board \_\_\_\_\_

Special Details or Provision for Approval: \_\_\_\_\_