

Heritage Harbour Community Association, Inc.

PLEASE PRINT IN INK

APPLICATION # _____

Request to Alter Common Grounds

TYPE OF PROPOSED CHANGE, INSTALLATION OR MODIFICATION

Describe below and attach an additional sheet of plan with illustrations to include property line, dimensions, nature, kind, shape, color, materials, location, as applicable. A photograph of the area to be changed is also requested.

Name

Address

Phone #

DATE: _____

Please return form to the Lodge office staff for processing.

DESCRIBE TYPE OF ALTERATION: _____

Applications must be submitted by the close of business the Thursday prior to the third Thursday of each month.

MANAGEMENT AGENT'S RECOMMENDATION:

DATE: _____

REVIEW BY GROUNDS COMMITTEE:

DATE: _____

CHAIRMAN: _____

☐

APPROVED

☐

DISAPPROVED

Comments: _____

IN APPLYING FOR THE ABOVE CHANGE, I AGREE TO MAINTAIN TO THE BEST OF MY ABILITY THE CHANGES AS DESCRIBED AND MEET ANY AND ALL CODES, PERMITS OR OTHER REQUIREMENTS DEEMED NECESSARY BY COUNTY, STATE OR OTHER APPLICABLE AUTHORITY.

IF PROPERTY IS SOLD, THE NEW OWNER MUST ACCEPT RESPONSIBILITY OR THE APPROVED ALTERATION MUST BE RESTORED TO ITS ORIGINAL STATE PRIOR TO TRANSFER OF OWNERSHIP.