

Asbury Place Homeowners Association
PROPERTY IMPROVEMENT REQUEST FORM

MAIL COMPLETED FORM TO:

Asbury Place Home Owners Association

P.O. Box 327

Olive Branch, MS 38654

Asburyplacehoa1@yahoo.com

Name of Applicant: _____

Date: _____

Address: _____

Phone: _____ Lot #: _____

Type of Alteration/Change (please check appropriate box)

- | | |
|---|----------------------------|
| <input type="checkbox"/> Deck | Complete Section (a) below |
| <input type="checkbox"/> Fence | Complete Section (b) below |
| <input type="checkbox"/> Patio | Complete Section (c) below |
| <input type="checkbox"/> Outside Storage Building | Complete Section (d) below |
| <input type="checkbox"/> Other _____ | Complete Section (e) below |

Section (a) Deck Additions

Dimensions: Across the back of the house _____

Dimensions: Length out from house _____

Elevation from ground level: _____

Railings (if any, describe): _____

Type of material to be used: _____

Section (b) Fence

Total dimensions of the fence: _____

Fence Type: _____

Type of Gate: _____

Type of materials to be used: _____

Section (c) Patio

Total dimensions of the patio: _____

Location of patio: _____

Type of materials to be used: _____

Continued on Back

Section (d) Outside Storage Building

Dimensions of Building: _____

Location of building (please include a sketch and/or marking on plat):

Type of material to be used: _____

Please include a picture and/or sketch of building

Section (e) Other

Please provide an explanation of the project, including details of the dimensions, location, and materials to be used.

I understand and agree to the following:

- **This modification may require** a City/County building permit or may be subject to other governmental regulations. I agree to obtain all required city/county approvals. Approval of this application satisfies only the requirements of the Association and not any obligations to the City/County or others as many be required.
- **I assume full responsibility** for (a) all landscaping, grading, and/or drainage issues relating to the improvements, (b) work associated with the project that will be completed within the property lines, and (c) any damage to the Association Common Areas and adjoining property or injury to third persons associated with the improvement.
- **No work on this proposal will commence until** I receive written approval from the Architectural Control Committee and /or the Association. To do so is a violation of the Covenants of the Association and may result in my being required to remove and unapproved modification and restore my property to its original condition at my own expense if this application is disapproved. I also understand I may be held responsible for any legal fees and court costs incurred on behalf of the Association in enforcing this provision.
- **An approval is contingent** upon the construction being completed in a timely and a professional and workmanlike manner as per the specifications as submitted in this application.
- **The members of the Association and Architectural Control Committee** have the right to make routine inspections.
- **The approval** authority granted by the Association (if so granted) will automatically expire should the proposed project not be commenced within 180 days of the approval or completed within six (6) months of the approval.
- **A variation from the original application** must be submitted for approval of the Association.

Owner/Applicant's Signature: _____ **Date:** _____