

HIGHLAND PARK HOMEOWNERS ASSOCIATION

APPLICATION FOR MODIFICATIONS

PLEASE ALLOW 15 DAYS FOR RESPONSE.

Homeowner _____ Date _____

Address _____

Phone Number(home) _____ (office) _____

Modification Request: Brief description as to nature and location of modification. If applicable, drawings, pictures, samples, etc. must be attached. Always include a site plan showing dimensions and locations of proposed construction.

Start Date _____ Estimated Completion Date _____

Submit one package to any Board of Directors member. Packages are to include an application and a set of plans drawn to scale indicating extent of proposed improvement in sufficient detail to allow review. This must include drawings of exterior building elevation changes, material, finish and color, schedules and construction details. Any modification other than a color change requires a site plan showing the following: (1) property lines; (2) setbacks and easements; (3) footprint of house and driveway, sidewalks, decks, patio, retaining walls, etc.; (4) existing trees and landscaping; (5) all proposed improvements dimensioned to properly locate them from the house or property line.