

SQUIRE VALLEY HOMEOWNERS ASSOCIATION

c/o Towne Properties Asset Management Co.
500 Thomas More Parkway
Crestview Hills, KY 41017-2175
859.291.5858

IMPROVEMENT APPLICATION

An application form should be submitted for any construction or modification to the exterior of your building or grounds. If in doubt about your particular project, contact the Managing Agent or any member of the Home Owners Association Board.

The object of requiring a homeowner to file an Improvement Application is to ensure that 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 adversely affects your fellow homeowners. It also enables the Board to determine what information and assistance it can provide to expedite completion of your planned improvement.

NAME: _____

ADDRESS: _____

DATE: _____

TELEPHONE: _____

E-mail Address: _____

TYPE AND NATURE OF IMPROVEMENT:

COLOR: _____

LOCATION: _____

DIMENSIONS: _____

APPROX. COST: _____

An engineered drawing of all improvements, photos and any other information available must be submitted and attached to this application to show an exact location and dimensions. For most applications there will be no fee for processing and review of an application. However, the Board reserves the right to charge a minimum of \$50.00 for an application that is more complicated, presents issues requiring more time, and/or consultation with other resources.

I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbor's property. I agree to abide by the rules established by the Board and will be solely liable for any upkeep required by the addition of this improvement.

Date

Signature of Homeowner

FOR BOARD/ OFFICE USE ONLY

DATE APPL REC'D: _____

REC'DBY: _____

DATE APPROVED: _____

DATE DISAPPR: _____

APP/DISAPPR.BY: _____

CONSTRUCTEDBY APPROVED: _____