

ARCHITECTURAL MODIFICATION REQUEST FORM

This document will become part of the Homeowner’s contract and must be complied with by any succeeding owners.

I, \_\_\_\_\_, do hereby requisition permission to make the following modification to my home at \_\_\_\_\_

In **The Tides at Newmarket Creek** community.

Home phone \_\_\_\_\_ Email \_\_\_\_\_

DESCRIPTION OF REQUEST:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attach the following as applicable:**

- Plot plan with proposed modification(s) to approximate scale with dimensions
- Complete description (photos/drawings) as to construction design, materials (types & sizes), and color/finish.
- Floor plan, Elevation, Section, Drawing (i.e. footings)
- Copy of County Building Permit (if applicable).

**I do, by my signature, understand and agree to the following:**

1. That I assume total responsibility for the upkeep and maintenance of all modification(s) made in the area. I also acknowledge that obtaining insurance for the improvement is my responsibility.
2. That the modification(s) will not in any way hinder yard care or any other Association maintenance responsibility.
3. That I will accept total responsibility for any damage to person or property that may be caused by this modification(s).
4. That the Association reserves the right to require removal or repair of the modification at my own expense if: 1) the modification is not constructed or installed as per specifications submitted for approval with this form; or 2) the modification is not maintained in a safe; or 3) the modification is not maintained in keeping with the surrounding structures and is not satisfactory to the Board of Directors.
5. I certify that I have read and agree to follow the rules and regulations pertaining to architectural control and review (if applicable).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Homeowner Signature(s)

\_\_\_\_\_  
Date received by association

\_\_\_\_\_  
Association Signature

	<b>APPROVED</b> by Board of Directors <b>OR</b>
	<b>APPROVED with Following Contingencies</b> by Board of Directors

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Board Signature**

\_\_\_\_\_  
**Date Signed**

\_\_\_\_\_

	<b>DISAPPROVED for the following reason(s)</b> by Board of Directors <b>OR</b>
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\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Board Signature**

\_\_\_\_\_  
**Date Signed**