

BAYPORT WEST HOMEOWNERS ASSOCIATION, INC.

Request for Home Improvement Form

In an effort to protect each individual's rights and home values, any homeowner or group of homeowners considering improvement to their property must submit a *Request for Home Improvement* form to the Architectural Control Committee if such work affects the structure or appearance of a building and/or is visible from the street. This approval must be obtained PRIOR to initiating the work. Any and all subsequent changes to this project must also be approved or this document becomes null and void and the homeowner may be required to return the property to its original condition. Please complete this form and email to: cmatthews191@gmail.com

Owner's Name: _____ Phone Number: _____

Address: _____ Email: _____

Briefly describe proposed improvements: _____

Roof replacement - choose shingle color: Weathered Wood Weathered Gray (*Permit required.*)

Garage Door - choose type: 16 Panel Flat Panel (*Must be painted Bayport West Medium after installation. Permit required.*)

Who will do the actual work? _____

If necessary, draw a simple sketch, including measurements, on a copy of your plat plan (boundary survey).

Location of improvement:

Front Roof Rear Garage Patio Side

Other - Description: _____

The work must conform to appropriate building codes and maintain the architectural integrity of Bayport West.

I understand the Architectural Control Committee has thirty (30) days from the receipt of this request to make a decision. I agree not to begin this project until I have been notified of the decision.

Signature of Owner _____

Printed Name of Owner _____ **Date** _____

ACTION OF THE COMMITTEE / BOARD OF DIRECTORS

Approved

Not Approved The request was denied for the following reasons: _____

Signature – ACC Chairperson

Date

This form can be found on our website: <https://bayportwesthoa.org/applications.php>

Email completed form to: cmatthews191@gmail.com