

Lakeside Village Parcel Owners Association Inc.

Improvement Request Form

In accordance with the Declaration of Protective Covenants and Membership for Lakeside Village, Inc. and the Amended and Restated Bylaws of Lakeside Village Parcel Owners Association, Inc., it is required that any Parcel Owner who is considering any work referenced in the Architectural and Community Standards Guidelines submit this request to the Architectural and Community Standards Committee (ACSC) for review. The Board must provide written approval to you before any work can commence.

Required Attachments:

1. A detailed description and plan of the proposed improvement. This must include dimensions, materials, color, and other pertinent information. Note if a variance/easement is required.
2. A site plan showing location(s) of new work, as-built structures, and distances to parcel property lines.
3. If applicable, a copy of an issued Union County Building Permit, with supporting documentation. (Normally applied & issued after Board approval.)
4. Any documentation required by the Architectural and Community Standards Guidelines.

Owner's Name: _____ Phone: _____

Address: _____ Email: _____

Contractor: _____ Phone: _____

Start Date: _____ Completion Date: _____ Permit Required _____

Brief Description:

I, the undersigned, agree not to allow work on this improvement pending approval from The Board.

Owner's Signature: _____ Date: _____

Received by ACSC: _____ Reviewed by ACSC: _____

ACSC Comments: _____

Received by Board: _____ Reviewed by Board: _____

Board Comments: _____

Board Decision & Member Signature: _____

Response Sent to Owner: _____ Comments: _____