

Improvement Application

The Reserve Community Association Inc (Aka Reserve of Montgomery)

IMPROVEMENT APPLICATION FOR THE RESERVE OF MONTGOMERY

WHEN DO YOU FILE AN IMPROVEMENT APPLICATION?

An application form must be submitted for any construction or addition to the exterior of your building or grounds. If in doubt about your particular project, contact Towne Properties (513) 489-4059

WHAT IS THE OBJECT OF THIS FORM?

The object of requiring a Homeowner to file an improvement application with the Board is two-fold:

1. To insure 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 inconveniences your fellow homeowners.
2. To enable the Association to determine what information and assistance it can give in order to expedite completion of your planned improvement.

Name: _____ Address: _____ Unit # _____

Date: _____ Phone Number: _____

Owner: Yes No Renter: Yes No Land Contract: Yes No

Type & Nature of Requested Improvement: _____

Color: _____ Location: _____

Dimensions: _____ Location: _____

Supplies: _____ Approximate Cost: _____

A SCALE drawing of all improvements must be submitted and attached to the application to show the exact location and dimensions.

I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbor's limited common area or common ground. I agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this improvement.

I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes.

Date: _____ Signature: _____

------(association office use only)-----

Date Received: _____ Received by: _____

Date Approved: _____ Date Disapproved: _____

Letter Sent: _____

Board Member Approval Signature: _____

Special Details or provisions for approval:

