

North Point HOA – Alterations Application

Please complete this form and submit along with all required documentation to Sunbelt Community Management, LLC. E-mail: cindy.sunbelt@gmail.com Fax: 407-905-9212.

Work cannot commence until HOA approval has been issued.

Allow 30 days for HOA Response

Include Lot Survey marked with proposed changes or additions

All requests for structural modifications or additions must include architectural or engineered drawings

All approvals are subject to Owner obtaining all required building permits from local building departments and State agencies

All Requests must conform to City/County/State Zoning and Building Codes. Homeowners take full responsibility for any encroachments into easements, rights-of-way or common areas.

Work must be completed in a timely manner that will not interfere or inconvenience others; and must conform to the Declaration of Covenants and Conditions, along with any Rules and Regulations set forth by the Board of Directors

Submit separate form for each request

Name:	Lot No:
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Address

Phone:	E-Mail:
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Please check appropriate box regarding your request and provide description of improvement. Include style, color, type of material, paint color and sample, brochure and/or photo as applicable.

<input type="checkbox"/>	Swimming Pool	<input type="checkbox"/>	Screen Enclosure	<input type="checkbox"/>	Painting	<input type="checkbox"/>	Fencing
<input type="checkbox"/>	Landscaping	<input type="checkbox"/>	Satellite Dish	<input type="checkbox"/>	Solar Panels	<input type="checkbox"/>	Other

Estimated Start Date:	Estimated Completion Date:
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Contractor's Name:	License No.
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Contact Information: Phone:	E-mail:
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Signature of Homeowner:	Date:
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Space Reserved for HOA Comments below:

Date Received by HOA/Management Company:

This Application is hereby () Approved () Conditionally Approved () Denied

Signature and Title:	Date:
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