

Austin Lakes Property Owners Association

Property Owner's Construction and Improvement Request for Approval

All requests for approval must be accompanied by a site plan showing the location of the proposed improvement and its distance between the home and all property lines. Please return this completed form and other information to Kirkpatrick Management Co., P. O. Box 20630, Indianapolis, IN 46220, attention Kevin Drew, Property Manager. You may also fax this form to (317) 594-5717

1. Name _____ Phone _____
Address _____ Lot # _____

2. Briefly describe the proposed construction and type of improvement:

3. Will there be changes or modifications in basic utility services or existing structures to accommodate the proposed change? Please indicate.

	YES	NO		YES	NO
Electric	_____	_____	Exterior Walls	_____	_____
Telephone	_____	_____	Patio Slab	_____	_____
TV Cable	_____	_____	Patio Fencing	_____	_____
Gas	_____	_____	Side walks	_____	_____
Water	_____	_____	Pavements	_____	_____
Sewage	_____	_____	Other	_____	_____

4. Please list below the major construction materials that will be used in this project, i.e., brick, stone, wood, etc... Be as specific as possible. (Exterior materials must conform to those used on the original building or be sufficiently compatible.)

5. Will the proposed project extend beyond your property line? ____ yes ____ no
If yes, please provide the name and address of effected homeowner or state if common area.

Name _____ Address _____ Common Area _____

6. If the proposed project is an addition or alteration that would change the structural

appearance of your lot, please attach the following information.

- A. Plot plan showing all improvements as close to scale as possible.
- B. Blue prints or working drawings indicating all necessary dimensions and elevations.
- C. If available, a photograph or drawing of a similar completed project.

7. Project schedule:

- A. The project will be done by:
Homeowner ____ Contractor (Name) _____ Both _____
- B. Approximate time needed to complete project after approval? _____
- C. Are there any building permits required? _____

NOTE: All submitted materials shall remain the property of the association. You may wish to make a copy for your personal records.

I understand and agree that any additions, improvements, repairs, or alterations to my property are the sole responsibility of the homeowner and homeowner shall be fully responsible for maintenance, repairs, and upkeep on same. All work must meet Town of Avon building code & regulations.

Homeowners Signature _____ Date _____

DO NOT WRITE BELOW



- Committee Action: () Approved as submitted
- () Deferred
- () Additional information required:

- () Other: _____
- () Denied

Comments: _____



Signed _____ Date _____