

Improvement Application ¹

Fairways of Crooked Tree, HOA

WHEN DO YOU FILE AN IMPROVEMENT APPLICATION? You must submit an application to the Landscape and Architecture Committee/ HOA Board for any exterior improvement; this includes construction, landscaping and color scheme changes.

WHAT IS THE OBJECT OF THIS FORM? To ensure that your planned improvement conforms to the Association's Declaration, enhances the beauty of the community, maintains the architectural harmony of the neighborhood, and in no way compromises easements and your fellow homeowners.

**** Please review the Exterior Guidelines document in their entirety at www.fairwaysofcrookedtree.com**

Please submit color selections and a scaled drawing and plot plan to show exact location and project dimensions as well as property easement locations. This includes building plans, plot plans, landscape plans, copy of building permit, etc.

Name: _____ **Address:** _____

Lot# _____ Phone: () _____ Owner () Yes () No Cost \$ _____

Type of Request for Improvement: _____

Color (sample required): _____ Dimensions: _____

Location: _____ Materials: _____

Contractor Name: _____ Phone # _____

I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbor's 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.

The final decision on approval/denial shall be given to you within 30 days of receiving this application and all the required documents. If documents are missing along with this application, it will be at the board's discretion to postpone the approval until all documents are received.

I agree not to start construction until the Landscape and Architect Committee have granted approval. I further agree to obtain all licenses and/or building permits required to meet all current building codes.

Date Submitted: _____ Signature: _____

Return Completed Form To: Fairways of Crooked Tree Board at
fairwaysofcrookedtreeboard@gmail.com or mail to 5666 Bentwood Drive Mason, OH 45040

You will receive approval/denial notification from the above board email address within 30 days.

¹ Revised 5.5.2020