

**MONTCLAIR SUBDIVISION HOA**

**PROPERTY IMPROVEMENT APPLICATION**

(NOTE: Plans must be submitted at least 45 days before activity begins)

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PROPOSED START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_

**All applications must be submitted with a Plan(s)**

**TYPE OF ARCHITECTURAL AND/ OR LANDSCAPING IMPROVEMENT**

- \_\_\_ Remodeling or Addition
- \_\_\_ Outside Walk/Stairs
- \_\_\_ Garage Doors/Exterior Doors
- \_\_\_ Driveway/ Parking Pad
- \_\_\_ Deck/Patios/Retaining Walls

Materials to be Used:

- \_\_\_ Wood \_\_\_ Stucco \_\_\_ Brick
- \_\_\_ Stone \_\_\_ Concrete
- \_\_\_ Other \_\_\_\_\_

- \_\_\_ Landscaping
- \_\_\_ Roofing Replacement
- \_\_\_ Painting/ Staining
- \_\_\_ Other \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Is the material the same color and type as the existing structure? \_\_\_\_\_

Additional Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have the immediate neighbors been contacted or informed of your proposed property improvement plans? \_\_\_\_\_

**FOR HOA USE ONLY**

\_\_\_ APPROVED

\_\_\_ NOT APPROVED

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_