

# York River Farms Homeowners Association

## Exterior Proposal Form

According to the YRFHA Protective Covenants and Restrictions, if you are planning to make any changes to the outside appearance of your home or your property, you must notify, in writing, and gain written permission from the YRFHA Board of Directors before any work is commenced. This form is intended as a guideline to assist you in requesting such permission.

Please review the most current version of the YRFHA Protective Covenants and Restrictions prior to developing your proposal as not all covenants and restrictions are listed here. Please check off any changes on this form that apply to your request and submit with your supporting materials.

### Exterior Alteration Proposal

√	<b>Changes that Require Board Approval</b>	<b>What Must be Submitted</b>
	Changes to the color or any materials on the outside of your home, such as, but not limited to the roof, windows, doors, siding, and trim	Color or product samples; photos are appreciated, as well
	An addition to the existing home (e.g., deck, porch, room) or any structural change to the home's appearance	Detailed plans/specifications
	Cutting down of trees on the property that do NOT pose a safety hazard <u>and</u> have a diameter of 15" or more, when measured 4' above the ground	Clearly mark trees on property to be inspected by the Board
	Significant (a noticeably large amount of change ) landscape work	Detailed plan
	Changes to or addition of a stone wall, walkway, fence, or permanent lighting	Detailed plan with samples
	Any other changes to the external appearance of the home or property not already listed above	Letter to the Board describing the changes and any photos, samples, plans that you can provide to facilitate the process

I/We submit this for consideration to the YRFHA Board of Directors.

Name \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*The Board of Directors typically meets on a regular monthly schedule. Your proposal will be taken up at the next scheduled meeting after receipt of your proposal. If an urgent situation exists, please contact the Board President when you submit your proposal.