

**RESIDENT REQUEST FOR SPACE IMPROVEMENT,
ADDITIONS, ALTERATIONS, OR LANDSCAPING.**

All improvements, additions, alterations, and landscaping must first be approved by the Management Board, manager and maintenance before same can be erected, installed or altered, including fences, porches, screened rooms, awnings, carport enclosures, etc.

Permits are required by the State of California for most of the aforementioned installations. Plans for these must be first submitted to, and approved by, Management.

RESIDENT IS ADVISED NOT TO ALLOW JOB TO BEGIN WIOTHOUT PERMIT FROM THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT. A COPY OF PERMIT SHOULD BE GIVEN TO THE OFFICE FOR YOUR FILE.

Please state your request below, in writing, with sufficient details to make your wishes clear to the Board. Include some type of sketch to add clarity of your request, name of company or contractor you selected. If necessary, attach additional sheets and/or plans that describe job.

Resident: _____ Space #: _____ Date: _____

Approved, Board Member: _____ Date: _____

Park Manager: _____ Date: _____

Maintenance: _____ Date: _____

Comments:

EXPIRATION: This permit expires _____ days from date that work begins. All work must be completed within this time period.