

ROSEFIELD COMMUNITY ASSOCIATION
975 EASTON ROAD, SUITE 202, WARRINGTON, PA 18976 FAX: 215/343-4409

ENVIRONMENTAL REVIEW BOARD
REQUEST FORM

Name: _____ Home Phone: _____
Address: _____ Business Phone: _____

DESCRIPTION OF PROPOSED IMPROVEMENT, CHANGE, ADDITION, OR ALTERATION

1. Prepare a sketch or written description of the proposed improvement, change, addition, or alteration in sufficient detail so the Board can make a decision. Attach sketches, photos, etc., if necessary to provide adequate details.
2. Provide a site sketch. Include unit location and indicate where on the property the improvement is to be located.
3. Include a color chip or material sample to show textures or color of change.

<u>CONTRACTOR:</u>	Name: _____
	Address: _____
	Phone: _____

Once started, work is to be completed within a reasonable time

I understand that the approval of this project does not waive the need for the owner to obtain Township permits or comply with applicable or zoning codes. Each contractor shall provide a **Certificate of Insurance** naming the Association as additional insured. Said certificate is to be sent to the Property Management office **before** any work may begin.

If this request is authorized and the project is completed, the above described is the sole property of the unit owner requesting the approval. By executing this alteration, I accept all responsibility for its maintenance and good repair and certify that qualified personnel will do the work.

I understand that **no work can begin on this project until written approval** from the Environmental Review Board has been received.

Signed: _____ Date: _____

For Committee Use Only

Date Received: _____ ***Reviewed by:*** _____

Approval: _____ ***Approved as noted:*** _____ ***Disapproved:*** _____

Notice sent to homeowner: _____ ***Date:*** _____ ***By:*** _____