

DATE: _____

ADAMS RIDGE HOMEOWNERS ASSOCIATION

**REQUEST FOR APPROVAL
TO MAKE ALTERATIONS TO EXTERIOR OF UNIT OR LAND AREAS**

1. _____
Owner(s) Name Requesting Approval
2. _____
Address where Alteration will be made & Phone number
3. _____
Mailing Address of Owner, if different from above
4. **Type of Alteration:**
_____ **Landscape** _____ **Building Exterior** _____ **Other**
Please specify Other: _____
5. **Location of Alteration:**
_____ **Front** _____ **Side** _____ **Rear** _____ **Other**
Please specify Other: _____
6. **Explain, in detail, what you are requesting permission to do, to include approximate dimensions:**

7. **Describe the type of materials to be installed:**

8. **Explain if any existing elements will be affected by this alteration:**

9. **Explain the effect the alteration may have on neighbors' to either side of your home.**

10. **Expected Start Date:** _____

Expected Completion Date: _____

11. **Attach a drawing showing all existing elements, including shrubs, porches and proposed alterations. Include the neighboring homes and yard in the drawing, showing the distance from nearest existing elements to proposed additions or alterations.**

Additional Notes:

Paperwork can be received at either location:

Adams Ridge Clubhouse
100 Adams Ridge Blvd.
Mars, Pa. 16046
Phone: 724-779-3233
Fax: 724-779-3244
Email: adamsridge@wpcm.com

West Point Community Management, Inc.
37 McMurray Road
Suite 2102
Pittsburgh, PA 15241
Phone: 412-833-2555
Fax: 412-833-3050
Email: amos@wpcm.com