

REQUEST FOR NEW ROOFING

PLEASE READ THE CODE AND GUIDELINES BEFORE COMPLETING THE MODIFICATION FORM

The Modification Form is to be submitted for **ANY & ALL** exterior modifications to your home or property. This also includes landscaping and removal or planting of trees. Completed form is to be returned to the office.

NO work is to be started until the homeowner receives an Approved Permit, which is to be displayed in a front window.

From the time you submit the request it could be 3 to 7 days, or more to be approved.

Architectural Code

The purpose of the Architectural Committee is to uphold covenants and restrictions relating to home improvements in our neighborhood. It is responsible for maintaining some sort of cohesion in the color palate, peripheral structures and overall look and feel of our community. All liability for any modification is the homeowners' responsibility only.

The process for modifying your property is as follows:

- Begin with the submission of the Exterior Modification of Home/Property Form.
- The Committee will review the request and the resident will be notified of the approval or denial.
- If approved, residents are free to begin the work.
- If denied, there are two courses of action for the homeowner.
 - First, the homeowner may choose to select an alternative material, color or whatever is applicable to the particular circumstance and submit a new modification form to the Architectural Committee.
 - Secondly, the homeowner may appeal the Architectural Committee's decision to the LHE Board of Directors. The Board shall review the Architectural Committee's decision and either support or overturn it.
 - The Board's decision is the final word on the issue.

From the time you submit the request it could be 3 to 7 days, or more to be approved.

WORK CAN'T BEGIN UNTIL YOU HAVE THE APPROVAL.

Please call chairperson, Karen Mitchell at 608-790-4331 or anyone on the committee if you have any questions.

Thank you, The Architectural Committee

LAKE HENRY ESTATES

REQUEST FOR NEW ROOFING

Roofing: Regular asphalt or architectural asphalt shingles will be the only type permitted, no tile or metal roofing.

Condition for approval: The property owner will ensure the street; sidewalk, driveway and curbing boarding the property will remain clean & clear of all debris & materials on a daily basis during the entire length of this project. It is also that homeowner's responsibility to repair any damage incurred to personal and community property from these projects within two (2) weeks.

Name: _____ Please Print: _____

Address: _____ Phone: _____

Proposed Alteration: (Description)—Type of roofing material & color:

Contractor or person performing the modification: _____

Starting Date: _____ Completion date: _____

Signature of resident: _____

Review by Architectural Committee

Date: _____ Signature: _____

Approved: _____

Denied for the following reason: _____

THIS REQUEST FOR EXTERIOR MODIFICATION IS ONLY VALID FOR (90) DAYS