

## Enchanted Hills Unit 11B Association

### Request for Home Improvement/Alteration Approval

In an effort to provide and protect each homeowner's right and values, it is required that any homeowner considering improvement or alteration to their residence must submit a **Request for Home Improvement/Alteration Approval Form** to the architectural committee for planned improvements or changes. If any change is made that has not been approved, the committee has the right to require the homeowner to remove the improvement and/or change from the property. PLEASE COMPLETE THIS FORM IN DETAIL AND ALLOW THE ARCHITECTURAL COMMITTEE 60 DAYS FOR REVIEW AND A DECISION. ADDITIONAL INFORMATION REQUESTED WILL DELAY THE REVIEW PROCESS SO PLEASE PROVIDE AS MUCH INFORMATION AS POSSIBLE.

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

1. Briefly describe the improvement/change proposed:
2. Who will do the actual work? (for your protection, we recommend you use a license, bonded and insured contractor)
3. Location of improvement: (you must attach a lot survey or scale drawing to show the location of the improvement if applicable to include distances from wall and houses).
4. Material necessary for proposed improvement/change (check & identify types & colors: **MUST attach 1 paint/stain sample of each color.**

Material	Type/Color
Paint _____	_____
Stain _____	_____
Lumber _____	_____
Brick _____	_____
Screen _____	_____
Shingles _____	_____
Pipe _____	_____

Electrical \_\_\_\_\_  
Fence \_\_\_\_\_  
Other \_\_\_\_\_

**A LOT SURVEY OR TO SCALE DRAWING SHOWING PROPERTY LINES, RESIDENTIAL BUILDINGS, EASEMENTS, WALLS ETC., IS REQUIRED FOR ALL APPLICATIONS FOR BUILDING, DECK, PATIO COVERS, SIDEWALKS, DRIVEWAYS, PLAYGROUND EQUIPMENT, ETC.**

**OWNER AFFADAVIT:**

1. To my knowledge nothing in the proposed improvement/alteration is in violation of the Master Declaration of Covenants, Conditions and Restrictions of the Enchanted Hills 11B Homeowners Association.
2. I represent and warrant that the proposed improvement/alteration will be completed in strict compliance with the Deed Restrictions.
3. I understand that approval by the Architectural Committee shall in no way be construed as a waiver of modification of the Deed Restrictions.
4. I agree that no construction or other work on this improvement/alteration shall commence until I receive written approval from the association Architectural Committee. I understand that the association Architectural Committee will act on this request as quickly as possible and will contact me regarding their decision.
5. ALL construction debris will be removed from property.

PROPOSED CONSTRUCTION START DATE: \_\_\_\_\_

PROPOSED COMPLETION DATE: \_\_\_\_\_

SIGNATURE OF OWNER: \_\_\_\_\_

**RETURN TO:**

Enchanted Hills Unit 11B Association c/o Corder  
and Company  
P.O. Box 45960  
Rio Rancho, NM 87174  
PHONE: 505-896-7700  
EMAIL: associations@Corderandcompany.com