



Sensible Home Management

HOA Improvement Application Request and Review Form

Please complete and return this form to Sensible Home Management to be forwarded and reviewed by the HOA

1911 SW Campus Dr #154, Federal Way, WA, 98023 or info@sensiblehm.com

Name: _____ Date: _____

Phone: _____ Email: _____

Property Address: _____

Description of Alteration/Improvement (location, dimensions, specifications, materials, colors, etc)

Estimated Start and Finish dates: _____

Photos and Sketches attached: Yes No

(continued)

Reminders:

- 1.) All proper permits must be obtained from the proper agencies.
- 2.) The completed project must display good workmanship and must be substantially the same as the diagrams and drawings submitted for approval.
- 3.) Your Board of Directors encourages you to discuss your project with your neighbors.
- 4.) Please refer to your CC&Rs for information to assist you in the application process.
- 5.) This request will expire in 6 months from date of approval and require a new form to be submitted if project is not completed.

Printed Name
Signature
Date

----- FOR OFFICAL USE ONLY -----

Date Received: _____

Date Reviewed by Committee: _____ Date Inspected: _____

Date Considered by Board: _____

APPROVED DISAPPROVED APPROVED w/ CONTINGENCIES

Contingencies/Comments: _____

Committee Representative Signature
Date