

**ADDITIONAL/ALTERATION APPLICATION-HOMEROWNER ARCHITECTURAL  
CHANGE REQUEST**

***Pinecreek Reserve Homeowners' Association***

*c/o Reserve Realty Management*

*480 W. Aurora Rd.*

*Sagamore Hills, OH 44067*

*Phone: 330-542-6407 Fax: 330-542-6417*

**jcerino@reservemgmt.com**

**Requirements:** First review your Associations Declarations or Rules and Information Handbook. Architectural Guidelines. Please show as much detail as possible, include a picture of the proposed additional / alteration.

All applications must adhere to the Approval Process. Any additions or alterations without board approval may be subject to enforcement fines and/or removal at the owner's expense and restored or original condition. If you do not have a topographic map of your property, contact your County Engineer Office.

**Submit this application by email or mail to the address above.**

**Homeowners Name:**

**Address:**

**Phone:**

**e-mail:**

**Description:**

**Size/Dimensions:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Materials:**

**Contractor: (Must apply for necessary Permits)**

**Proposed Start Date:**

**Completion Date:**

**Homeowners Signature:**

**Date:**

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**For Office Use Only**

**Date Received:** \_\_\_\_\_ **By:** \_\_\_\_\_

**Date Approved/Denied:** \_\_\_\_\_ **By:** \_\_\_\_\_  
\_\_\_\_\_