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EXTERIOR BUILDING PERMIT APPLICATION APPROVED PERMITS VALID FOR 90 DAYS

PERMIT # _____

DATE _____

Improvement Details _____

1. Name of Homeowner _____ Phone: _____
2. Address _____ Block #: _____ Lot#: _____
3. Name of Contractor: _____ Model Type _____
4. Address: _____ Phone #: _____
5. Projected Start Date: _____ Projected Finish Date: _____

The Following Documentation Must be Attached

1. Sketch with detailed information of improvement being applied for.
2. Survey (to scale) indicating location and size on survey, including distances from Improvement or addition to property lines.
3. A color sample or photo showing the color must be included for siding work (see reverse side)

Please Note the Following

1. Permit must be submitted at least two weeks prior to the start of work.
2. Any additions to existing structure must match color of house.
3. THIS PERMIT IS SUBJECT TO LOCAL BUILDING CODES.
4. Please consult the LeisureTowne Association Declaration of Restrictive and Protective Covenants for further requirements (Check Covenants 3 and 4)
5. **NO CONSTRUCTION WORK ON SUNDAYS, or WEEKDAYS BEFORE 8:00 AM OR AFTER 6:00 PM**
6. Contractors, homeowners or residents are not allowed to place signs on the property (Refer to Covenant 9)
7. Owners are responsible for making sure all permits are obtained from the Association and Southampton Township when required.
8. **ALL PERMITS MUST BE DISPLAYED IN FRONT WINDOW OF HOME. All work must be completed within 90 days, unless previously specified, or you must contact the Association Office for Permit Extension Approval.**

I hereby grant permission to LeisureTowne Association or its representatives to enter my Property for the purpose of inspecting and/or investigating this application.

Owner's Signature _____

Architectural Control Committee
Approval/Disapproval Stamp

First Inspected By: _____ Date: _____

Final Inspection By: _____ Date: _____

Please see Reverse Side for Additional Building Guidelines

PLEASE NOTE:

Leisuretowne ACC does not assume any responsibility for Southampton Township zoning and building codes. A variance issued by Southampton Township DOES NOT NEGATE Leisuretowne Rules or Regulations.

FOR SIDING:

- 1) A Color sample chosen from the approved colors must be attached when applying for a permit application for siding. If changing Trim and Accent colors, you must choose from the approved color chart for existing trim areas, doors, and shutters.

Siding: Body Color: _____

Trim Color: _____

Accent: Front Door: _____

Shutters: _____

- 2) Proper completion of this Application will expedite processing. Incomplete applications will be returned ***without approval.***
- 3) **Notify the Association Office when the work is complete for final inspections.**