

North Shore Homeowners Association
Architectural/Landscaping Change Request Form

Date: _____ Phone: _____

Name: _____ Email: _____

Address: _____

Please submit a set of drawings/plans with this application. You may not commence work on your proposed improvement or addition until you have received the approval to proceed.

I hereby request approval of the following improvements to lot/home:

(Describe the proposed improvements and attach plans, showing type, style, quality, dimensions, materials, color and location.)

Please note:

- *Any inaccuracy or misrepresentation in drawings or property lines will result in this ACR being null and void.*
- *All storm water drains, pipes, and outlets must terminate and daylight within the homeowner's property and not into the common land.*
- *Work must commence within 6 months of approval*
- *Use of Common land for material laydown or access must be requested in writing and noted above. Storing materials and/or equipment in common area without approval is prohibited. Remediation of any damage to common land must be corrected within 7 days of project completion. Or HOA will repair the damage and invoice homeowner.*

Work Performed by: _____

Date Project will begin: _____

Common Area use notes/request (must notate if street, sidewalk, common land will be used or acknowledge if none will be used): _____

Signature of Homeowner: _____

HOA Approved Referred to Declarant Denied More Information Needed

*****Do not write below this line*****

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**BOARD OF DIRECTORS**

( ) Approved

( ) Denied

( ) More Information Needed

COMMENTS: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**Please fax, mail or email requests to:**  
**North Shore HOA**  
**14217 Dayton Cir, Ste #4, Omaha, NE 68137**  
**Phone 402-575-5525 – Fax 402-575-5860 – email [Elizabeth@lambhoa.com](mailto:Elizabeth@lambhoa.com)**